

ORDINARY COUNCIL MEETING

AGENDA

Tuesday

21 July 2015



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**MINUTES
OF MEETING
HELD ON
16 JUNE 2015**

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TABLE OF CONTENTS

TUESDAY 16 JUNE 2015

1.	OPENING, OBITUARIES, VISITOR	4
1.1	OPENING	4
1.2	OBITUARIES	4
2.	RECORD OF ATTENDANCE/APOLOGIES	4
2.1	RECORD OF ATTENDANCE	4
2.2	LEAVE OF ABSENCE	4
2.3	APOLOGIES	4
2.4	GUESTS	4
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	4
4.	DECLARATION OF ELECTED MEMBERS	4
5.	PUBLIC QUESTION TIME	4
6.	APPLICATIONS FOR LEAVE OF ABSENCE	4
7.	CONFIRMATION OF MINUTES	4
8.	PETITIONS/DEPUTATIONS/PRESENTATIONS	4
9.	ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION	5
9.1	PRESIDENT ANNOUNCEMENTS	5
10.	REPORTS OF COMMITTEE AND OFFICERS	6
10.1	CHIEF EXECUTIVE OFFICER STRATEGIC REPORT	6
10.1.1	CORPORATE PLAN UPDATE	6
10.2	OPERATIONS	19
10.2.1	CEO'S ANNUAL PERFORMANCE REVIEW	19
10.3	FINANCE REPORT	21
10.3.1	FINANCE REPORT – MAY 2015	21
10.3.2	ACCOUNTS FOR PAYMENT – MAY 2015	35
10.3.3	SCHEDULE OF FEES AND CHARGES - 2015/16	38
10.4	WORKS MANAGERS REPORT	44
10.4.1	2015/16 ROADS PROGRAM	44
11.	NEW BUSINESS OF AN URGENT NATURE	47
12.	ELECTED MEMBERS MOTIONS	47
13.	CONFIDENTIAL ITEMS	47
14.	CLOSURE OF MEETING	47

1. OPENING, OBITUARIES, VISITOR

1.1 OPENING

President Metcalf opened the meeting at 3.03pm.

1.2 OBITUARIES

2. RECORD OF ATTENDANCE/APOLOGIES

2.1 RECORD OF ATTENDANCE

D.E. Metcalf	President	Town Ward
G.B. Ralph	Deputy President	Rural South Ward
T.W. Quartermaine		Town Ward
S.V. Brookes		Town Ward
W.E. Coote		Rural North Ward
T.A. Jones		Rural North Ward
L.G. Hagboom		Rural South Ward
D.J. Alcock	Chief Executive Officer	
S.F. Geerdink	Works Manager	

2.2 LEAVE OF ABSENCE

2.3 APOLOGIES

D.P. Hudson		Town Ward
S.L. King	Finance Manager	(Maternity Leave)

2.4 GUESTS

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DECLARATION OF ELECTED MEMBERS

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

COUNCIL DECISION – ITEM 7.1

(2505) Moved: TA Jones Seconded: DE Metcalf Carried: 7/0

THAT THE MINUTES OF THE ORDINARY MEETING OF THE DOWERIN SHIRE COUNCIL HELD ON 19 MAY 2015 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

9.1 PRESIDENT ANNOUNCEMENTS

1. New Field Days entrance – lights need a finishing touch
2 New lighting towers fully booked for Field Days
Grant policy procedure
2. Attended LEMC Meeting
3. State of the town – Stewart street maintenance
Walk through with CEO & Works Manager
4. Green Emu Nursery – Goomalling
Revegetation of skate park to Centenary Park
5. Census People – ABS Study, Gentleman was a civil engineer
6. Volunteers evening in the Centenary Park
7. Future of Local Government Conference in Melbourne
 - IT into the future
 - Community Committees
 - Futurist

10. REPORTS OF COMMITTEE AND OFFICERS

10.1 CHIEF EXECUTIVE OFFICER STRATEGIC REPORT

10.1.1 CORPORATE PLAN UPDATE

Date:	5 June 2015
Applicant:	N/A
Location:	Shire of Dowerin
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Dacre Alcock

Summary

A Status Report providing update on activities relating to Councils' Corporate Plan.

Background

Council adopted its Corporate Plan 2013-2017 at its November 2013 Council meeting. Within the Plan, Council included an enabling Strategy which in addition to setting out a range of implementation actions includes a reporting requirement in support of the Plan.

During forum sessions held during the March and April 2015 Council meetings the corporate plan and was adopted at the May 2015 Council Meeting

Comment

A Status Report has been prepared and included after this report which details the strategies, actions, estimated costs, funding sources, timeframes, officers responsible and key performance indicators. The final column details the progress to date on each strategy with those highlighted completed since the last status report.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Policy development to be determined.

Statutory Implications

Nil

Strategic Implications

Implementation and monitoring of Councils Corporate Plan, which includes elements of Council's Community Strategic Plan.

Voting Requirements

Simple majority

COUNCIL DECISION – ITEM 10.1.1

(2506) Moved: SV Brookes Seconded: TW Quartermaine Carried: 7/0

THAT COUNCIL RECEIVES THE JUNE 2015 CORPORATE PLAN STATUS REPORT.

**CORPORATE PLAN
2013 – 2017
STATUS REPORT**

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

THEME ONE: COMMUNITY					
ACTIONS	TIMEFRAME	ESTIMATED COST	OFFICER RESPONSIBLE	KEY PERFORMANCE INDICATION	CURRENT STATUS
C 1 Maintain a liveable and safe environment for all					
C.1.1 Support and retain police services					
Continue to support a strong relationship with local officers based on a good rapport and regular communication	LEMC Meeting Quarterly	-	CEO, STAFF	<ul style="list-style-type: none"> Minutes of LEMC Meeting 	LEMC meeting was held in May 2015. Desktop exercise with Field Days and Marshalls 30 July
Maintain suitable housing for Police and emergency services	Review Annually	\$5000	CEO, Property Manager	<ul style="list-style-type: none"> Property inspection and report – housing to a suitable standard 	
C.1.2 Promote and encourage participation in voluntary based emergency services					
Partner with local emergency services	LEMC Meeting Quarterly & On request		CEO		Desktop exercise with Field Days and Marshalls 30 July
C.1.3 Continue to support the Animal Ranger Service					
Residents have access to the services of a ranger	Reviewed annually	\$3000	Works Manager	<ul style="list-style-type: none"> Advertise ranger services locally to residents 	Contracting Ranger services with numerous dog and cat issues – ongoing
Snake handling services	Staff training every **		Works Manager	<ul style="list-style-type: none"> 3 staff fully trained in snake handling 	Only one qualified snake handler
C.1.4 Continue to produce a high quality extensive road network					
Council to conduct an annual road inspection	Annually – ongoing	-	Works Manager/CEO	<ul style="list-style-type: none"> Complete road audit inspection 	
Produce and implement annual roads program	Ongoing Annually	-	Works Manager	<ul style="list-style-type: none"> Completed road program document 	To be presented to Council in June 2015.
Produce and implement plant replacement program	Ongoing Annually	-	Works Manager	<ul style="list-style-type: none"> Completed plant replacement program p document 	<i>Presented to Council in April 2015.</i>
Conduct audit of current footpaths	2014		WM	<ul style="list-style-type: none"> Complete Footpath audit highlighting problem areas 	<i>June 2014 - Audit completed 6th June 2014 – Included 500m of footpath needs repair/replacing in 14/15 Budget</i>
C.2 Pride & Participation in our community					
C.2.1 Plan and facilitate social and community capacity programs and activities including celebratory days					
Community Events Program	Reviewed annually	\$8860 + external grant funding	CSO CDO FM	<ul style="list-style-type: none"> Coordination of events within budget 	Draft Version of 2015 events calendar has been created and will be included in the Draft Budget 2015/16

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

Identify opportunities for grant funding	Checked weekly		CSO	<ul style="list-style-type: none"> Increase in successful funding Increase in grants advertised in local media 	Continue to inform community and clubs of grants as we become aware of them
C.2.2 Continue to provide support for local clubs and organisations					
Provide information and support for Funding & Governance of clubs	Ongoing		CDO CSO	<ul style="list-style-type: none"> 	Facilitate the Kidsport program on behalf of DSR June 2014 - Administration Staff have reviewed and updated Kidsport database for clubs and individuals
C.2.3 Continue to provide quality facilities to hold events					
Initiate a maintenance program schedule for Council Buildings	February 2014		Works Manager Finance Manager	<ul style="list-style-type: none"> Develop a detailed program of maintenance for all shire owned facilities 	Stage 1 commenced as part of Asset Management
Review usage of shire owned facilities (sporting facilities, town hall etc...)	April 2014		CEO WM	<ul style="list-style-type: none"> Annual review of bookings/usage of facilities 	
C.3 Improved Community Health and Well-being					
C.3.1 Expand the provision of medical services in Dowerin					
Continue to advertise and promote the Medical services available to Dowerin residents	Monthly or when required		CDO	<ul style="list-style-type: none"> Adverts in local media, on website, Facebook etc... Increase in utilisation of service 	
Gain feedback from residents as to what further medical services may be required	Reviewed annually		CEO CDO	<ul style="list-style-type: none"> Conduct a survey/initiate comments box to gain feedback from community Report findings to GP Network 	
C.3.2 Continue to support the Home and Community Care Service					
Promote and Review services/facilities provided by Dowerin HACC	Annually		HACC CEO	<ul style="list-style-type: none"> Increase utilisation of HACC services Annual report 	CDO has included HACC information and newsletters on the new Dowerin Community Website 3 HACC Brochures have been developed Quality Improvement Plan has been finalised – March 2015.
C.3.3 Maintain High Quality Sporting Facilities					
Adhere to the sports surfaces maintenance program budget	Reviewed Annually	\$55,700		<ul style="list-style-type: none"> 	
C.3.4 Investigate Options available for alternative sporting and recreational pursuits					

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

Development of alternative plan for the Dowerin Gym	April 2014		CDO	<ul style="list-style-type: none"> Develop a new plan for the Dowerin Gym prior to budgeting process 2014 Forward plan/budget to FM 	February 2014 – Gym project completed. Open day held on Thursday 19 th February@ 5pm. Lottery West Grant Acquittal completed in May 2015 – funding received.
Review the Dowerin Bike Plan	2013/14		CDO FM	<ul style="list-style-type: none"> Complete review and update Bike Plan 	Grant application submitted in October 2014 to revise the bike plan
Assist Rifle Club with upgrades to facility	February 2014	\$22,000	CDO	<ul style="list-style-type: none"> Contact DSR regarding eligibility for small grants program Seek other suitable funding provider 	June 2014 – Draft Budget Meeting 2/07/14 Future report to Council
C.4 Maintain and increase training and education opportunities					
C.4.1 Continue to support and promote Dowerin District High School					
Liaise with senior staff at the school	Annually		CDO CSO	<ul style="list-style-type: none"> Gain understanding of the challenges/needs of the school Develop plan of events/activities that the Shire can assist with 	
C.4.2 Support & Promote the Community Resource Centre					
Meet with the Dowerin CRC	Quarterly		FM CDO	<ul style="list-style-type: none"> Gain understanding of the challenges/needs of the CRC Develop plan of events/activities that the Shire can assist with 	
C.4.3 Support and encourage local apprenticeships & traineeships					
Support and actively promote those local businesses providing traineeships/apprenticeships	Quarterly		CDO	<ul style="list-style-type: none"> At least 4 stories per year in local media Increased interest in other businesses in apprentice/traineeships 	
Work in conjunction with DEM to provide 2 Leeuwin youth scholarships annually	January	\$3600	CDO Cr Jones Cr Quartermaine	<ul style="list-style-type: none"> 2 youth scholarships presented each year 	Nominations closed 18 th December for Leeuwin Voyage 2015 and no nominations were received.
C.5 Increase and maintain a range of affordable housing for singles, families and seniors					

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

C.5.1 Develop a Housing & Accommodation Strategy						
Research need for accommodation for rental/purchase/size/type including short term accommodation	April 2014		CDO	<ul style="list-style-type: none"> • Distribution of surveys • Analysis of survey 	Feedback from Community Strategic Plan has indicated a need for accommodation park Research has been conducted utilising regional documents such as the Central Wheatbelt Tourism Strategy and feedback & statistics from the Wheatbelt Way Include in 2015/16 Budget.	
Map vacant shire owned lots within the town site for possible development including potential sites for Short Term Accommodation Park	April 2014		CDO	<ul style="list-style-type: none"> • Completed map of vacant lots 	April 2014 – Completed – see discussion forum Destination Dowerin	
Create detailed Housing and Accommodation Strategy and recommendations to council	April 2014		CDO	<ul style="list-style-type: none"> • Completed report • Adoption of report by council • Implementation of strategy 	Master Plan has been developed and approved by the Short Term Accommodation Steering Committee Short Term Accommodation Steering Committee has been established and first meeting has taken place. This committee will drive this project through to fruition Include in 2015/16 Budget.	
C.5.2 Develop a property maintenance calendar/program						
Collaborate all property maintenance information into a Property Maintenance Program	To be reviewed following property inspections annually		FM Maintenance Officer Property Officer	<ul style="list-style-type: none"> • Completed program • Implementation of program 	<i>June 2014 – Property Income/Expense spreadsheet developed</i> <i>June 2014 – Property Maintenance spreadsheet developed</i> FM - Stage 1 Commenced as part of Asset Management	
C.6 Maintain the provision of High Quality Infrastructure						
C.6.1 Maintain Dowerin's Recreation Services and the Dowerin Community Club						
Maintain Dowerin's Recreation Facilities	Annually	\$16,000	FM	<ul style="list-style-type: none"> • Annual increase of % in funds 	<i>June 2014 – Draft Budget Meeting 2/07/14</i> Ongoing	
C.6.2 Continue to support the development of the Dowerin Community Child Care facility						
Assist with the maintenance and management of the facility	2013/2014	\$15,000	FM	<ul style="list-style-type: none"> • Completion of works • Smooth running of the facility 	<i>June 2014 – Works complete</i> <i>November 2014 –MOU presented to Council and adopted</i> <i>First MOU Meeting was held 3 February 2015.October 2014 – laying of lawn completed</i>	
C.6.4 Develop seniors facilities and be recognised as an aged friendly community						
Review Disability Inclusion Plan	Annually		EHO	<ul style="list-style-type: none"> • Annual review 	May 2014 - Complete	
Investigate further aged	2014		CDO	<ul style="list-style-type: none"> • Development of a 	In conjunction with AROC an Age Friendly Community	

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

care housing options and facilities.			CEO	housing & short term accommodation strategy	Planning Audit has been finalised – March 2015. Grant application to WDC – to upgrade public facilities to a value of \$60,000
C.7 Retain and improve on our attractive town and streetscape					
C.7.1 Manage and revive community spaces and business district areas					
Research and develop a standard 'Streetscape Policy;	2014		CEO CDO	<ul style="list-style-type: none"> Development, adoption and implementation of policy 	<i>June 2014 – Council forum to be conducted in near future (month to be advised)</i>
Beautification of public spaces	2014		WM P&G	<ul style="list-style-type: none"> Deeper understanding of water wise principals Increase in implantation of water wise principals in community areas 	<i>Replant the planter boxes outside the post office with native plants Staff have been trained in water wise best practice</i>
C.7.3 Encourage community pride & participation in improving aesthetics within the town site and continue community involvement in the Tidy Towns Program					
Program of clean ups and busy bees	February 2014		CSO	<ul style="list-style-type: none"> Develop new name and focus of former Tidy Towns Committee Successful appointment of new committee 	<i>Clean up Australia Day held 7th March 2015. Include 3 clean up/planting busy bees in annual events calendar (including Clean Up Australia Day</i>
Implement a 'Great Front Yard' Competition	2014		CSO	<ul style="list-style-type: none"> Develop guidelines and prizes with the aim of residents improving the aesthetics/tidiness of their front yards 	<i>Very basic guidelines have been laid out. Will promote in either autumn or spring.</i>
THEME TWO: LOCAL ECONOMY & BUSINESS					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
EB.1 A diverse and growing economic base that will provide local employment					
EB.1.1 Increase availability of light industrial land					
Review & adopt Avon Region Industry Plan	2013/2014		CEO	<ul style="list-style-type: none"> Respond to draft plan – re: changes Adoption of plan WDC 	
Seek and support the development of suitable light industrial blocks	Review Annually		CEO Council	<ul style="list-style-type: none"> Increase number of industrial lots available 	
EB.1.2 Investigate alternative economic development opportunities					
Review the 'Broader Horizon's in Dowerin'	2014		CDO CEO	<ul style="list-style-type: none"> Review & update of report 	<i>July 2014 – Surveys updated and distributed amongst Dowerin's youth population.</i>

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

report			COUNCIL		
EB. 1.3 Advertise and negotiate for tradespeople, professionals and small businesses to meet the gaps in required services					
Review 'gaps in services' and advertise opportunities in regional media and on the Dowerin website	Review annually		CDO	<ul style="list-style-type: none"> Increased awareness of services needed in Dowerin Website update Despatch articles 	Supported and promoted a vet service to town
Liaise with neighbouring shires regarding 'gaps in services' in attempt to share services	2014		CEO CDO	<ul style="list-style-type: none"> Meeting with CEO of Wyalkatchem, Koorda & Goomalling regarding shared services 	
EB.2 A Growing Tourism Industry					
EB.2.1 Market Dowerin and region as a tourist destination					
Continue to advertise in tourism publications	Reviewed annually	\$800	CSO	<ul style="list-style-type: none"> Updated publications Variety of publications Accommodation providers to complete Visitor Statistics Form 	<i>June 2014 – Draft Budget Meeting 2/07/14</i>
Investigate additional free advertising avenues and expand and increase Social Media Marketing	Reviewed annually		CSO	<ul style="list-style-type: none"> Increased exposure to a wide variety of people/regions Accommodation statistics 	Continue to update coming events via Wheatbelt Way website, Central Wheatbelt Visitors Centre, Trails WA Website and Scoop Publishing
EB.2.2 Continue to work with key stakeholders to provide quality events					
Support DEM twith the Dowerin GWN Machinery Field Days	August each year		FM CDO	<ul style="list-style-type: none"> A successful 50th Anniversary event - 	October 2014 – a DEM working group meeting was had to finalise the new entrance.
Establish an annual 4wd event in Dowerin	May – August 2014		CSO	<ul style="list-style-type: none"> Enhancement of the 4wd track Successful event 	<i>Ongoing</i>
EB.2.3 Develop further accommodation options within Dowerin					
Develop concept plans of the proposed facility.	2014/2015	To budget	CDO FM	<ul style="list-style-type: none"> Plan of a short term accommodation facility 	Master Plan has been completed Include in 2015/16 Budget.
EB.2.5 Continue developing the Wheatbelt Heritage Rail Project					
Continue to support the Project	2013/2014		CEO WM FM	<ul style="list-style-type: none"> Provide support via telephone, email and in person 	

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

			CDO		
Completion of accreditation process	2013		C. Le Marshall	<ul style="list-style-type: none"> Wheatbelt Heritage Rail to be accredited for main line operation 	Accreditation paper work completed and has been submitted – awaiting decision.
Assist with the relocation of rolling stock	2013/2014		WM	<ul style="list-style-type: none"> Assist and ensure rolling stock arrives in Dowerin safely 	Commenced in 2011 and is ongoing with 3 wagons at Minnivale and a further 4 items delivered in September 2013
Assist with the coordination and delivery of rail construction material.	2013		WM	<ul style="list-style-type: none"> The successful delivery of rail construction material on site 	Mid 2015 – Track to be completed at Minnivale
THEME THREE: CARING FOR OUR ENVIRONMENT					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
ENV: 1 Continue to be a leader in waste management and sustainable living in the Wheatbelt					
ENV 1.1 Foster community involvement to volunteer at the Dowerin Recycling Centre					
A quarterly ‘Recycling Blitz’ morning workshop to blitz work in the recycling shed with sausage sizzle and refreshments to follow					First Recycling Blitz morning to be held on 3 rd May (tentatively)
ENV 1.2 Promote waste minimization and sustainable waste disposal					
Increase the recyclable waste going through the Dowerin Recycling Centre	Monthly		CSO	<ul style="list-style-type: none"> The introduction of a regular ‘recycling centre’ update in local paper/website including funds raised and distributed 	
ENV 1.3 Encourage efficient use of natural resources					
Water wise gardens	Review half yearly		CEO WM	<ul style="list-style-type: none"> Parks & Gardens adopt more water wise principles in parks and gardens 	<i>FEB 2015 – Adopted Draft MOU Waterwise Council</i>
Develop an Energy Saving	February 2014		CEO	<ul style="list-style-type: none"> Develop an energy 	

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

Action Plan including solar energy usage on community buildings				<ul style="list-style-type: none"> saving action plan • Ensure all lights are turned off at Shire office/depot after use Council adopt energy saving action plan • Implement energy saving action plan 	
ENV 1.4 Continue to support Drum Muster program conducted by the local Apex Group					
Promote and support drum muster program	Monthly		FM	<ul style="list-style-type: none"> • Send monthly text messages to distribution list 	
ENV 1.5 Continue oil recycling program					
Promote and educate oil recycling program to local residents	July 2014	Ongoing	WM	<ul style="list-style-type: none"> • Relocation of facility and rehabilitation of current location 	Relocate oil facility from Stewart Street to the Amery Refuse site <i>September 2014 – waste oil facility has been relocated to the Amery refuse site.</i>
ENV: 2. Protect and conserve our natural environment					
ENV 2.1 Manage NRM programs and initiatives					
Include funding in the annual budget for managing Councils nature reserves	Annually	\$23,000	WM CEO	<ul style="list-style-type: none"> • Ensure that Council's nature reserves are maintained. 	
ENV 2.2 Work to manage native and feral flora and fauna					
Promote and conduct Annual Fox Shoot and Baiting Program	Spring & Autumn annually		WM CSO	<ul style="list-style-type: none"> • Promotion at least 2 weeks before event • Emails to farmers and articles in local media • Successful plan and running of the event 	
Manage White Corella numbers	Summer & Spring		WM	<ul style="list-style-type: none"> • Advertise locally • Successful planning and implementation of control program 	<i>Continued use of gas gun around town Shoot carried out in April 2015</i>
THEME FOUR: LOCAL GOVERNMENT LEADERSHIP					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
LG. 1 Maintain and further develop an efficient and informative organisation					
LG. 1. 1 Develop and implement a workforce plan to meet current and future workforce needs					

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

Workforce plan	August 2013 to be reviewed annually		FM	<ul style="list-style-type: none"> Adoption of workforce plan Annual review of workforce plan 	Aug 2014 - Complete Review Aug 2015
LG. 1. 2 Provide timely and efficient service to customers, residents, rate payers and visitors					
Develop customer service plan & policy	December 2013		FM	<ul style="list-style-type: none"> Development of plan & policy 	FM - Stage 1 Research and preparation commenced
LG. 1. 3 Strengthen the role of staff and councillors by providing regular training opportunities					
Provide training opportunities and PD opportunities	Review Monthly	\$41,000	CEO	<ul style="list-style-type: none"> Create councillor training section in CEO info report Create staff training section in FM info report 	<i>December 2013 – FM including Staff Training Update to Council in Information Report</i>
LG. 1. 4 Ensure information is communicated to the public regularly and effectively					
Provide weekly Council Comments in the Dowerin Despatch	Weekly		CDO	<ul style="list-style-type: none"> Weekly Council Comments segment in local paper 	<i>Ongoing</i>
Provide regular updates to facebook users on Shire Facebook page	3 times per week		CDO CSO	<ul style="list-style-type: none"> Regular status updates of events, activities or reminders on facebook 	<i>Ongoing</i>
Provide Resident/Rate payer newsletters	August and December annually		CDO	<ul style="list-style-type: none"> 2 newsletters per year 	December 2013 – Christmas Newsletter
Website updated	Reviewed weekly		CDO	<ul style="list-style-type: none"> Ensure website is always up to date with latest news, events etc... 	<i>Ongoing</i>
LG. 1. 5 Provide opportunities for the community to have input into Council's decision making					
Create specialty forums in conjunction with council meetings	Quarterly		CEO	<ul style="list-style-type: none"> At least 4 forums annually to coincide with Council meetings (sports, business owners, emergency services) 	<i>Ongoing</i>
Promote and encourage public feedback in regard to new projects, council works etc... via survey's and the public comments register	Monthly		CEO FM WM CDO		
LG. 2 Strong leadership and governance					
LG. 2.1 Review Strategic Community Plan					
Conduct minor review of the Strategic Community Plan in consultation with community and council	Biannually (2015)		CDO	Update of Strategic Community Plan June 2015	<i>Plan was reviewed during forum sessions at the March and April 2015 Council Meetings – and was adopted at the May 2015 Council Meeting</i>
Review visions,	Every 4 years (June		CDO	Overhaul of the Strategic	

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

aspirations and priorities of the Strategic Community Plan	2017)			Community Plan June 2017	
LG. 2.2 Represent the Shire of Dowerin in regional, state and national forums					
Participate in regional groups/organisations	Reviewed annually	Annual Subs	CEO STAFF	Involvement in WDC, GECZ, WALGA. LGMA WA	
LG. 2.3 Collaborate with other surrounding shires to strengthen the region					
Continue to participate in AROC meetings	Bi-monthly	\$5000	CEO Cr Metcalf	<ul style="list-style-type: none"> Attendance at AROC meetings 	<i>April 2015 – CEO & President attended April AROC meeting</i>
Continue to attend regional road group	Quarterly		CEO WM Cr Hagboom	<ul style="list-style-type: none"> Attendance at Regional Road Group Meetings 	<i>Cr Hudson Attended February and March 2015 KSRRG Meeting</i>

10.2 OPERATIONS

10.2.1 CEO'S ANNUAL PERFORMANCE REVIEW

Date:	5 June 2015
Applicant:	N/A
Location:	Shire of Dowerin
File Ref:	ADM
Disclosure of Interest:	Dacre Alcock
Author:	Dacre Alcock

Summary

Report recommends Council undertake the performance review of the Chief Executive Officer at the July 2015 Council Meeting.

Background

Council is required to conduct a performance review of the CEO annually. Council last conducted the CEO's annual performance review at the July 2014 Council Meeting.

Comment

The CEO review has been conducted by full Council in the past with each Councillor provided with a review form for use prior to conducting a consolidated review. The review form has been provided as a separate attachment.

As agreed to commence the process, the CEO will prepare and present to Council a self assessment of his performance. A copy of the agreed review form will be provided to the President. The self assessment together with salary review proposal will be presented at the meeting.

It is proposed that the review take place at the July 2015 Council Meeting.

Consultation

Nil

Financial Implications

Council is required to review annually the remuneration of the CEO and adjustments, if any, will need to be included in the forthcoming budget.

Policy Implications

Nil.

Statutory Implications

Local Government Act 1995

5.38. Annual review of certain employees' performances

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

Contract of Employment – Dacre John Alcock

Council will ensure that a review of the CEO's performance is conducted annually or more frequently if the Council or the CEO perceives there is a need to do so.

The Council shall give the CEO a minimum of ten working days notice in writing that a performance review is to be conducted to enable the CEO sufficient time to prepare.

Where an external facilitator is to be used, both parties must agree to the nominated facilitator.

The CEO will prepare and submit to the council and/or facilitator an assessment of his/her own performance prior to the assessment by council.

The final report on the performance of the CEO is to be forwarded to council for consideration to either accept or reject the report.

Strategic Implications

Nil

Voting Requirements

Simple majority

COUNCIL DECISION – ITEM 10.2.1

(2507) Moved: TA Jones Seconded: LG Hagboom Carried: 7/0

THAT COUNCIL UNDERTAKES THE ANNUAL REVIEW OF THE CHIEF EXECUTIVE OFFICER FOR 2014/2015 AT THE JULY 2015 COUNCIL MEETING.

10.3 FINANCE REPORT

10.3.1 FINANCE REPORT – MAY 2015

Date:	5 June 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Monthly Statements

Summary

I present the financial statements for the period 1 July 2014 to 31 May 2015.

Background

Section 6.4 of the Local Government Act 1995 requires a Local Government to prepare financial reports.

The Local Government (Financial Management) Regulations Reg 34 & 35 sets out the form and content of the financial reports which have been prepared for the periods as above and are presented to Council for approval (Attachment 4). The statements have been prepared in AAS27 format in accordance with FMR Reg 35 and comprise of:

- Statement of Financial Activity

	31-May-15	30-Jun-14	31-May-14
Municipal Fund	\$373,448	\$384,609	\$510,590
Plant Reserve	\$255,359	\$250,893	\$104,938
LSL Reserve	\$133,134	\$130,806	\$109,770
Land & Buildings Reserve	\$19,628	\$19,285	\$19,116
Recreation Facility Reserve	\$170,813	\$167,826	\$165,766
Community Bus Reserve	\$34,314	\$33,714	\$29,436
Community Housing Res	\$35,985	\$35,356	\$35,167
Sewerage Reserve	\$782,303	\$768,243	\$724,575
Economic Develop Reserve	\$307,685	\$302,275	\$477,068
Tennis Court Replacement	\$6,109	\$6,000	\$0
Bowling Green Replacement	\$10,183	\$10,000	\$0
Consolidated Funds	\$2,128,961	\$2,109,007	\$2,176,426

Sundry Debtors at 31st May 2015

Current	\$83,151	Main Roads Grant (\$64,526)
30 days	\$69,125	Main Roads Grant (\$64,526)
60 days	\$685	
90 days	\$710	
Total	\$153,671	

Reserve Funds

The total balance of funds held in the various Reserve Funds at 31 May 2015 is as detailed in the financial statements.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

Council is required to adopt monthly finance reports to comply with Reg 34(1) of the Local Government (Financial Management) Regulations 1996.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.1

(2508) Moved: TA Jones Seconded: SV Brookes Carried: 7/0

THAT THE FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015 AS REQUIRED BY LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATION 35, AS PER ATTACHMENT 1 BE RECEIVED.



SHIRE OF DOWERIN
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

TABLE OF CONTENTS

Statement of Financial Activity

Notes to and Forming Part of the Statement

- 3 Acquisition of Assets
- 4 Disposal of Assets
- 5 Information on Borrowings
- 6 Reserves
- 7 Net Current Assets
- 8 Rating Information
- 9 Trust Funds
- 10 Operating Statement
- 11 Balance Sheet
- 12 Financial Ratios

SHIRE OF DOWERIN

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

NOTE	2014/15 Revised Budget \$	May 2015 Y-T-D Budget \$	May 2015 Actual \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %
Operating					
Revenues/Sources					
Governance	38,700	35,453	44,496	9,043	25.51% ▲
General Purpose Funding	1,453,266	1,170,675	1,428,613	257,938	22.03% ▲
Law, Order, Public Safety	31,180	28,556	26,229	(2,327)	(8.15%)
Health	293,872	288,923	262,156	(26,767)	(9.26%)
Education and Welfare	81,653	74,844	77,606	2,762	3.69%
Housing	131,917	120,901	114,790	(6,111)	(5.05%)
Community Amenities	218,723	216,040	254,908	38,868	17.99% ▲
Recreation and Culture	68,907	65,541	130,392	64,851	98.95% ▲
Transport	697,414	672,455	673,152	697	0.10%
Economic Services	9,339	6,083	102,240	96,157	1580.75% ▲
Other Property and Services	9,000	8,250	29,893	21,643	262.34% ▲
	<u>3,033,971</u>	<u>2,687,721</u>	<u>3,144,475</u>	<u>456,754</u>	<u>16.99%</u>
(Expenses)/(Applications)					
Governance	(328,757)	(302,110)	(362,356)	(60,246)	(19.94%) ▲
General Purpose Funding	(96,960)	(88,847)	(87,526)	1,321	1.49%
Law, Order, Public Safety	(99,050)	(90,739)	(78,000)	12,739	14.04% ▼
Health	(346,773)	(317,779)	(308,167)	9,612	3.02%
Education and Welfare	(103,881)	(95,150)	(106,403)	(11,253)	(11.83%) ▲
Housing	(177,523)	(162,602)	(153,125)	9,477	5.83%
Community Amenities	(301,177)	(275,913)	(285,569)	(9,656)	(3.50%)
Recreation & Culture	(618,694)	(566,874)	(664,031)	(97,157)	(17.14%) ▲
Transport	(1,422,616)	(1,302,829)	(1,264,472)	38,357	2.94%
Economic Services	(187,138)	(171,435)	(309,917)	(138,482)	(80.78%) ▲
Other Property and Services	(2,997)	2,013	3,619	1,606	(79.78%)
	<u>(3,685,566)</u>	<u>(3,372,265)</u>	<u>(3,615,947)</u>	<u>(243,682)</u>	<u>7.23%</u>
Net Operating Result Excluding Rates	(651,595)	(684,544)	(471,472)	213,072	(31.13%)
Adjustments for Non-Cash					
(Revenue) and Expenditure					
(Profit)/Loss on Asset Disposals	23,428	21,472	(4,493)	(25,965)	120.92% ▼
Movement in Accrued Interest	0	0	0	0	0.00%
Movement in Accrued Salaries and Wages	0	0	0	0	0.00%
Movement in Deferred Pensioner Rates/ESL	0	0	(330)	(330)	0.00%
Movement in Employee Benefit Provisions	0	0	2,328	2,328	0.00%
Rounding	0	0	0	0	0.00%
Depreciation on Assets	1,484,312	1,360,619	1,040,617	(320,002)	23.52% ▼
Capital Revenue and (Expenditure)					
Purchase Land Held for Resale	0	0	0	0	0.00%
Purchase of Land and Buildings	(515,000)	(472,076)	(134,776)	337,300	71.45% ▼
Purchase of Vehicles & Plant	(380,760)	(349,030)	(365,560)	(16,530)	(4.74%)
Purchase of Furniture & Equipment	(64,865)	(85,118)	(75,538)	9,580	11.25% ▼
Purchase of Tools & Equipment	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Sewerage	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Roads	(959,831)	(876,161)	(878,459)	(2,298)	(0.26%)
Purchase of Infrastructure Assets - Footpaths	(48,100)	(44,077)	0	44,077	100.00% ▼
Purchase of Infrastructure Assets - Drainage	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Signs	(6,950)	(6,358)	(13,525)	(7,167)	(112.72%) ▲
Purchase of Infrastructure Assets - Parks & Ovals	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Street Lighting	0	0	0	0	0.00%
Proceeds from Disposal of Assets	257,300	0	127,300	127,300	0.00%
Repayment of Debentures	(67,964)	(62,293)	0	62,293	100.00% ▼
Proceeds from New Debentures	117,000	107,250	117,000	9,750	9.09%
Advances to Community Groups	(117,000)	0	(117,000)	(117,000)	0.00%
Self-Supporting Loan Principal Income	10,784	0	10,870	10,870	0.00%
Provision AROC	0	0	0	0	0.00%
Payment Long Service Leave	0	0	0	0	0.00%
Transfers to Restricted Assets (Reserves)	(374,969)	(343,662)	(31,115)	312,547	90.95% ▼
Transfers from Restricted Asset (Reserves)	64,460	0	0	0	0.00%
Net Current Assets July 1 B/Fwd	283,229	283,229	232,435	(50,794)	17.93%
Net Current Assets Year to Date	<u>151,693</u>	<u>(52,535)</u>	<u>536,496</u>	<u>589,031</u>	<u>1121.21%</u>
Amount Raised from Rates	<u>(1,098,214)</u>	<u>(1,098,214)</u>	<u>(1,098,214)</u>	<u>(0)</u>	<u>0.00%</u>

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

3. ACQUISITION OF ASSETS	2014/15 Adopted Budget \$	2014/15 Revised Budget \$	May 2015 Actual \$
The following assets have been acquired during the period under review:			
By Program			
Governance			
<i>Other Governance</i>			
Furn - Photocopier	4,865	4,865	0
Law, Order & Public Safety			
<i>Fire Prevention</i>			
Vehicle - Fire Trucks	0	0	0
Housing			
<i>Other Housing</i>			
Land - Purchase Land	0	0	0
New House	0	0	0
Health			
<i>Other Health</i>			
Furn - Hacc Equipment	0	0	0
Community Amenities			
<i>Other Community Amenities</i>			
Land - Recycling Shed	0	0	0
Recreation and Culture			
<i>Other Recreation & Sport</i>			
Tools - Mowers/Tools	0	0	0
Community Club	0	0	11,601
Gymnasium	60,000	60,000	75,538
<i>Other Culture</i>			
Furn - Museum Software	0	0	0
Land - Museum Shed	0	0	0
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads - Roads To Recovery	267,460	267,460	252,678
Roads - Signs	6,950	6,950	13,525
Roads - Unclassified	252,418	252,418	153,377
Roads - State 20/20	439,953	439,953	472,403
Footpath/Cycleways	48,100	48,100	0
<i>Road Plant Purchases</i>			
Plant - Loader	361,760	361,760	361,760
Other Plant	19,000	19,000	3,800
Plant - Works Manager Vehicle	0	0	0
Tools - Compressor	0	0	0
Economic Services			
<i>Other Economic Services</i>			
Wheatbelt Heritage Rail Project	515,000	515,000	123,175
Other Property & Services			
<i>Unclassified</i>			
Tools - Capital	0	0	0
Tools - Chainsaws/Tools	0	0	0
	<u>1,975,506</u>	<u>1,975,506</u>	<u>1,467,857</u>
By Class			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Land & Buildings	515,000	515,000	134,776
Vehicles & Plant	380,760	380,760	365,560
Furniture & Equipment	64,865	64,865	75,538
Tools & Equipment	0	0	0
Infrastructure - Sewerage	0	0	0
Infrastructure - Roads	959,831	959,831	878,459
Infrastructure - Footpaths	48,100	48,100	0
Infrastructure - Drainage	0	0	0
Infrastructure - Signs	6,950	6,950	13,525
Infrastructure - Parks & Ovals	0	0	0
Infrastructure - Street Lighting	0	0	0
	<u>1,975,506</u>	<u>1,975,506</u>	<u>1,467,857</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

	Written Down Value		Sale Proceeds		Profit(Loss)	
	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$
By Program						
Transport						
Asset 08002 Mitsubishi Truck	75,364	65,062	63,650	63,650	(11,714)	(1,412)
Asset 08003 Mitsubishi Truck	75,364	57,745	63,650	63,650	(11,714)	5,905
Housing	130,000		130,000		-	
	280,728	122,807	257,300	127,300	(23,428)	4,493

	Written Down Value		Sale Proceeds		Profit(Loss)	
	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$	2014/15 Budget \$	May 2015 Actual \$
By Class of Asset						
Transport						
Asset 08002 Mitsubishi Truck	75,364	65,062	63,650	63,650	(11,714)	(1,412)
Asset 08003 Mitsubishi Truck	75,364	57,745	63,650	63,650	(11,714)	5,905
Housing	130,000		130,000		-	
	280,728	122,807	257,300	127,300	(23,428)	4,493

Summary

Profit on Asset Disposals		0	5,905.00
Loss on Asset Disposals		(23,428)	(1,412.00)
		<u>(23,428)</u>	<u>4,493.00</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-12	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$
Recreation & Culture									
Loan 97 - Recreation Complex	529,355	0	0	57,181	0	472,174 0	529,355	21,428	11,003
Loan 98 - Dowerin Events M'ment		117,000	117,000	10,783	0	106,217	117,000	2,139	0
	529,355	117,000	117,000	67,964	0	578,391	646,355	23,567	11,003

Note:

1. Loan repayment of Loan 97 is to be financed by savings in bowls/tennis surfaces mtce
2. Actual interest repayments include accrued interest adjustments where applicable.
3. Proposed new loan for Recreation Complex may be self funded from Reserve Funds.

(b) New Debentures - 2014/15

Particulars/Purpose	Amount Borrowed		Institution	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
	Budget \$	Actual \$					Budget \$	Actual \$	
Loan 98 - Dowerin Events M'ment	117,000	117,000	WATC	5	-	3.25	117,000	0	-

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	2014/15 Adopted Budget \$	May 2015 Actual \$
6. RESERVES		
Cash Backed Reserves		
(a) Long Service Leave Reserve		
Opening Balance	130,806	130,806
Amount Set Aside / Transfer to Reserve	14,578	2,328
Amount Used / Transfer from Reserve	0	0
	145,384	133,134
(b) Plant Replacement & Reconditioning Reserve		
Opening Balance	250,893	250,893
Amount Set Aside / Transfer to Reserve	8,781	4,466
Amount Used / Transfer from Reserve	(64,460)	0
	195,214	255,359
(c) Land & Building Reserve		
Opening Balance	19,285	19,285
Amount Set Aside / Transfer to Reserve	675	343
Amount Used / Transfer from Reserve	0	0
	19,960	19,628
(e) Recreation Facilities Reserve		
Opening Balance	167,826	167,826
Amount Set Aside / Transfer to Reserve	33,874	2,987
Amount Used / Transfer from Reserve	0	0
	201,700	170,813
(f) Community Housing Project Reserve		
Opening Balance	35,356	35,356
Amount Set Aside / Transfer to Reserve	9,456	629
Amount Used / Transfer from Reserve	0	0
	44,812	35,985
(g) Community Bus Reserve		
Opening Balance	33,714	33,714
Amount Set Aside / Transfer to Reserve	5,180	600
Amount Used / Transfer from Reserve	0	0
	38,894	34,314
(h) Sewerage Asset Preservation Reserve		
Opening Balance	768,243	768,243
Amount Set Aside / Transfer to Reserve	94,034	14,059
Amount Used / Transfer from Reserve	0	0
	862,277	782,302
(i) Economic Development Reserve		
Opening Balance	302,275	302,275
Amount Set Aside / Transfer to Reserve	191,831	5,410
Amount Used / Transfer from Reserve	0	0
	494,106	307,685
(j) Tennis Court Replacement Reserve		

Opening Balance	6,000	6,000
Amount Set Aside / Transfer to Reserve	6,210	110
Amount Used / Transfer from Reserve	0	0
	<u>12,210</u>	<u>6,110</u>
(k) Bowling Green Replacement Reserve		
Opening Balance	10,000	10,000
Amount Set Aside / Transfer to Reserve	10,350	183
Amount Used / Transfer from Reserve	0	0
	<u>20,350</u>	<u>10,183</u>
Total Cash Backed Reserves	<u>2,034,907</u>	<u>1,755,513</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Long Service Leave Reserve	14,578	2,328
Plant Replacement & Reconditioning Reserve	8,781	4,466
Land & Building Reserve	675	343
Recreation Facilities Reserve	33,874	2,987
Community Housing Project Reserve	9,456	629
Community Bus Reserve	5,180	600
Sewerage Asset Preservation Reserve	94,034	14,059
Economic Development Reserve	191,831	5,410
Tennis Court Replacement Reserve	6,210	110
Bowling Club Replacement Reserve	10,350	183
	<u>374,969</u>	<u>31,115</u>

Transfers from Reserves

Long Service Leave Reserve	0	0
Plant Replacement & Reconditioning Reserve	(64,460)	0
Land & Building Reserve	0	0
Recreation Facilities Reserve	0	0
Community Housing Project Reserve	0	0
Community Bus Reserve	0	0
Sewerage Asset Preservation Reserve	0	0
Economic Development Reserve	0	0
Tennis Court Replacement Reserve	0	0
Bowling Green Replacement Reserve	0	0
	<u>(64,460)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u>310,509</u>	<u>31,115</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	2013/14 B/Fwd Per 2014/15 Budget \$	2013/14 B/Fwd Per Financial Report \$	May 2015 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	330,553	330,553	373,448
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	0	1,724,400	1,755,513
Receivables (Budget Purposes Only)	0	0	0
Council Rates Outstanding	25,703	25,703	7,267
Sewerage Rates Outstanding	15,438	15,438	27,362
Rubbish Rates Outstanding	11,084	11,084	12,894
Sundry Debtors	75,230	75,230	153,671
Accrued Income	0	0	0
Loans Club/Institutions - Current	0	0	(10,870)
Emergency Services levy	2,755	2,755	11,567
GST Receivable	18,834	18,834	28,234
Provision For Doubtful Debts	0	0	0
Inventories	22,458	22,458	34,067
	502,055	2,226,455	2,393,153
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	0
Sundry Creditors	(54,466)	(105,245)	(18,687)
Excess Rates	(78,504)	(78,504)	(4,695)
Accrued Expenditure	0	0	0
Department Transport	0	0	(3,637)
GST Payable	(9,413)	(9,428)	(8,737)
PAYG Payable	0	0	0
Payroll Creditors	(3,480)	(3,480)	(5,214)
FBT Payable	0	0	0
Withholding Tax	0	0	0
Other Payables	(5,253)	(5,253)	(1,694)
Leave Provisions - Current	(198,516)	(198,516)	(198,516)
	(349,632)	(400,426)	(241,180)
NET CURRENT ASSET POSITION	152,423	1,826,029	2,151,973
Less: Cash - Reserves - Restricted	0	(1,724,400)	(1,755,513)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Liabilities Supported by Reserves	130,806	130,806	133,134
Adjustment for Interfund Transfers Imbalance Within Muni	0	0	(25,432)
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>283,229</u>	<u>232,435</u>	<u>536,496</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2014/15 Rate Revenue \$	2014/15 Total Revenue \$	2014/15 Budget \$
General Rate						
GRV - Residential	9.491700	135	1,143,584	108,546	108,546	108,546
GRV - Commercial/Industrial	9.491700	19	355,540	33,747	33,747	33,747
GRV - Town Rural	9.491700	10	87,048	8,262	8,262	8,262
GRV - Other Towns	9.491700	1	2,130	202	202	202
UV - Rural Farmland	0.851300	250	101,054,500	860,277	860,277	860,277
Sub-Totals		415	102,642,802	1,011,034	1,011,034	1,011,034
Minimum Rates						
	Minimum \$					
GRV - Residential	630	47	217,020	29,610	29,610.00	29,610
GRV - Commercial/Industrial	630	15	55,169	9,450	9,450	9,450
GRV - Town Rural	630	17	42,102	10,710	10,710	10,710
GRV - Other Towns	120	18	5,529	2,160	2,160	2,160
UV - Rural Farmland	630	48	2,400,900	30,240	30,240	30,240
UV - Commercial/Industrial	630	4	400	2,520	2,520	2,520
UV - Town Rural	630	3	73,000	1,890	1,890	1,890
UV - Mining Tenement	120	5	10,885	600	600	600
Sub-Totals		157	2,805,005	87,180	87,180	87,180
Specified Area Rates					0	0
					1,098,214	1,098,214
Discounts					0	0
Rates Adjustments					0	0
Movement in Excess Rates					0	0
Totals					1,098,214	1,098,214

All land except exempt land in the Shire of Dowerin is rated according to its Gross Rental Value (GRV) in townsites or Unimprove in the remainder of the Shire.

The general rates detailed above for the 2013/14 financial year have been determined by Council on the basis of raising the reve to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the Government services/facilities.

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Rental Bonds	4,900	20,360	(20,000)	5,260
Key Deposits	610	20	0	630
Tidy Towns	2,818	0	0	2,818
Dowerin Child care	-295	295	0	0
HACC vehicle	2,025	0	0	2,025
Recreation Steering Comm Fund	27,503	(8,549)	(18,954)	0
Yellow Ribbon	247	0	(247)	0
HACC Fundraising	2,265	0	0	2,265
Centenary Park Committee	2,111	0	(2,111)	0
Building Deposits	5,000	0	0	5,000
AROC Funds	64,198	0	0	64,198
	<u>111,782</u>	<u>12,126</u>	<u>(41,712)</u>	<u>82,196</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

10. OPERATING STATEMENT

	May 2015 Actual \$	2014/15 Adopted Budget \$	2013/14 Actual \$
OPERATING REVENUES			
Governance	44,496	38,700	58,971
General Purpose Funding	2,526,827	2,551,480	1,845,545
Law, Order, Public Safety	26,229	31,180	38,661
Health	262,156	293,872	310,500
Education and Welfare	77,606	81,653	28,317
Housing	114,790	131,917	116,201
Community Amenities	254,908	218,723	207,095
Recreation and Culture	130,392	68,907	226,162
Transport	673,152	698,614	664,741
Economic Services	102,240	9,339	34,085
Other Property and Services	29,893	14,000	7,832
TOTAL OPERATING REVENUE	4,242,689	4,138,385	3,538,108
OPERATING EXPENSES			
Governance	362,356	328,757	367,425
General Purpose Funding	87,526	96,960	84,364
Law, Order, Public Safety	78,000	99,050	108,568
Health	308,167	346,773	396,275
Education and Welfare	106,403	103,881	78,300
Housing	153,125	177,523	202,589
Community Amenities	285,569	301,177	335,874
Recreation & Culture	664,031	618,694	694,416
Transport	1,264,472	1,422,616	1,574,564
Economic Services	309,917	187,138	224,176
Other Property and Services	(3,619)	2,997	94,357
TOTAL OPERATING EXPENSE	3,615,947	3,685,564	4,160,909
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	626,742	452,821	(622,800)

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

11. BALANCE SHEET

	May 2015 Actual \$	2013/14 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,128,961	2,054,953
Trade and Other Receivables	230,126	149,044
Inventories	34,067	22,458
TOTAL CURRENT ASSETS	<u>2,393,154</u>	<u>2,226,455</u>
NON-CURRENT ASSETS		
Other Receivables	140,918	23,588
Inventories	0	0
Property, Plant and Equipment	9,116,852	9,227,982
Infrastructure	24,226,772	23,860,532
Work in Progress	0	0
TOTAL NON-CURRENT ASSETS	<u>33,484,542</u>	<u>33,112,102</u>
TOTAL ASSETS	<u>35,877,696</u>	<u>35,338,557</u>
CURRENT LIABILITIES		
Trade and Other Payables	71,450	230,696
Long Term Borrowings	18,010	57,181
Provisions	198,516	198,516
TOTAL CURRENT LIABILITIES	<u>287,976</u>	<u>486,393</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	589,175	472,175
Provisions	11,517	11,517
TOTAL NON-CURRENT LIABILITIES	<u>600,692</u>	<u>483,692</u>
TOTAL LIABILITIES	<u>888,668</u>	<u>970,085</u>
NET ASSETS	<u>34,989,028</u>	<u>34,368,472</u>
EQUITY		
Trust Imbalance	0	0
Retained Surplus	28,994,600	28,405,157
Reserves - Cash Backed	1,755,513	1,724,400
Reserves - Asset Revaluation	4,238,915	4,238,915
TOTAL EQUITY	<u>34,989,028</u>	<u>34,368,472</u>

10.3.2 ACCOUNTS FOR PAYMENT – MAY 2015

Date: 5 June 2015
Applicant: N/A
Location: N/A
File Ref:
Disclosure of Interest: Nil
Author: Dacre Alcock
Attachments: List of Accounts May 2015

Background

The attached schedules of cheques drawn and electronic payments that have been raised during the month since the last meeting by delegated authority are presented to Council for approval for payment and ratification at this meeting.

Comment

The list as presented has been reviewed by Chief Executive Officer and has been forwarded to Council to approve payment.

Statutory Implications

Reg 12 & 13 of the Local Government (Financial Management) Regulations 1996 requires that a separate list be prepared each month for adoption by Council showing:

- Creditors to be paid
- payments made from Municipal Fund, Trust Fund and Reserve Fund by Chief Executive Officer under delegated authority from Council

Policy Implications

Nil.

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.2

(2509) Moved: LG Hagboom Seconded: TW Quartermaine Carried: 7/0

THAT THE ACCOUNTS PAID BY CHIEF EXECUTIVE OFFICER BY DELEGATED AUTHORITY SINCE THE MAY 2015 MEETING OF THE COUNCIL, AS ATTACHED, BE APPROVED IN ACCORDANCE WITH FMR REG 12(3) & 13(3).

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

LIST OF ACCOUNTS 13TH MAY TO 5TH JUNE 2015

Chq/EFT	Date	Name	Description	Amount	Contra
S 49	03/06/2015	PUMA ENERGY	P013 - Fuel	1562.69	
002020	28/05/2015	AUSTRALIAN TAX OFFICE	Payroll deductions	6970.00	-6970.00
002021	28/05/2015	AUSTRALIAN TAX OFFICE	Payroll deductions	135.00	-135.00
EFT3316	21/05/2015	BITUTEK PTY LTD	Sealing Works - Dowerin Meckering Road	193694.11	
EFT3317	25/05/2015	AVON WASTE	Recycling Rubbish Contract g 1/5/15	2306.80	
EFT3318	25/05/2015	APEX CLUB DOWERIN-GOOMALLING	Drum Muster Collection - April 2015	61.00	-61.00
EFT3319	25/05/2015	BOEKEMAN MACHINERY	Check water leak & parts	700.99	
EFT3320	25/05/2015	BLUESTEEL ENTERPRISES PTY LTD	Check electrical fault, parts, labour & travel	1511.10	
EFT3321	25/05/2015	DOWERIN ENGINEERING WORKS	Make up frame	418.53	
EFT3322	25/05/2015	DUN DIRECT PTY LTD	16,650 Litres Diesel	20512.80	
EFT3323	25/05/2015	DOWERIN TYRE AND EXHAUST	1x Tyre	1535.00	
EFT3324	25/05/2015	DOWERIN & DISTRICTS FARM SHED	Fertilizer, chemical ,etc	4172.10	
EFT3325	25/05/2015	Force	Hire EWP	3209.97	
EFT3326	25/05/2015	GOOMALLING FARM SHED	Sprinklers & Parts	68.70	
EFT3327	25/05/2015	WA LOCAL GOVERNMENT ASSOCIATION	Seminar	80.00	
EFT3328	25/05/2015	WESTRAC EQUIPMENT	Oil Filters	180.60	
EFT3329	25/05/2015	ZACKS	Trail Markers	472.00	
EFT3330	28/05/2015	BIN BOMB PTY LTD	Bin Bombs	164.95	
EFT3331	28/05/2015	Building & Health Surveying Services	EHO Contract - May 2015	4170.54	
EFT3332	28/05/2015	DIGGA WEST & EARTHPARTS WA	Replacement Brush & Plate	792.00	
EFT3333	28/05/2015	EASTERN HILLS SAWS & MOWERS	Chains	144.00	
EFT3334	28/05/2015	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL - 4th Quarter Contribution	3680.00	-3680.00
EFT3335	28/05/2015	GEVERS GODDARD JONES PTY LTD	Support Subscription	240.00	
EFT3336	28/05/2015	ALL-WAYS FOODS	Cleaning products, toilet paper	255.56	
EFT3337	28/05/2015	INTEGRATED DISTRIBUTION PTY LTD	Line Marking Paint	852.50	
EFT3338	28/05/2015	STATE LIBRARY OF W A	Freight - Library	292.34	
EFT3339	28/05/2015	5Rivers Plumbing & Gas	Check Depot Toilets, hall, gym	433.01	
EFT3340	28/05/2015	STARTRACK EXPRESS	Freight - Line Marking Paint	112.84	
EFT3341	28/05/2015	REBECCA WINDSOR	Gym Inductions 21/5/2015	40.00	
EFT3342	04/06/2015	Western Australian Treasury Corporation	Principal Re-payment Loan 97	39304.11	
EFT3343	05/06/2015	AVON WASTE	Recycling Rubbish Contract F/Ending 15/5/2015	2306.80	
EFT3344	05/06/2015	ALCHEMY TECHNOLOGY	SMS Software to 30th June 2016	1882.10	
EFT3345	05/06/2015	Australian Sweeper Corporation Pty Ltd	Dulevo Road Sweeper	49500.00	
EFT3346	05/06/2015	CLAW ENVIRONMENTAL	Recycle Drums	2249.56	
EFT3347	05/06/2015	CONTRACT AQUATIC SERVICES	Contract Management Fee 10/4/2015	12686.53	
EFT3348	05/06/2015	DOWERIN BAKERY AND NEWS	Refreshments - Council	169.30	
EFT3349	05/06/2015	LANDGATE	Valuations	152.05	
EFT3350	05/06/2015	ALL-WAYS FOODS	Toilet Paper	158.29	
EFT3351	05/06/2015	GRIFFIN VALUATION ADVISORY	Land & Buildings Re-valuation - 30%	5082.00	
EFT3352	05/06/2015	JOELECTRICS	Repairs to Football Lights, etc	3949.62	
EFT3353	05/06/2015	KAOS ELECTRICAL	Install remote switch for time clock,etc	1220.00	
EFT3354	05/06/2015	C R KENNEDY	Check & repair faults - D007 Grader	2189.00	
EFT3355	05/06/2015	IXOM OPERATIONS PTY LTD	Chlorine Service Fee - 1/5/15 to 31/5/15	84.57	
EFT3356	05/06/2015	SURGICAL HOUSE	Medical Supplies	300.71	
EFT3357	05/06/2015	TELLY'S AUTO ELECTRICAL & AIR-CONDITIONING	Repairs & Parts for Chipper	168.99	
EFT3358	05/06/2015	VERMEER EQUIPMENT OF WA & NT	Re-sharpen Chipper Blades	110.00	
EFT3359	05/06/2015	WESTRAC EQUIPMENT	Fault Repairs - D010 Grader	2804.18	
EFT3360	05/06/2015	REBECCA WINDSOR	Gym Induction	20.00	-20.00
9942	11/05/2015	AMP Life Limited	Superannuation contributions	316.95	-316.95
9946	22/05/2015	CHILD SUPPORT AGENCY	Payroll deductions	352.64	-352.64
9947	22/05/2015	LGRCEU	Payroll deductions	38.80	-38.80
9948	25/05/2015	COURIER AUSTRALIA	Freight - Signs	14.76	
9949	25/05/2015	SYNERGY	Electricity Charges	6766.30	
9950	25/05/2015	WATER CORPORATION	Water Charges	17.63	
9951	28/05/2015	COURIER AUSTRALIA	Freight - Sewerage	8.82	
9952	28/05/2015	DOUGLAS MAXWELL	MDL Renewal	40.70	
9953	28/05/2015	PERFECT COMPUTER SOLUTIONS	400w power supply & Labour	262.50	
9954	28/05/2015	SYNERGY	Electricity Charges	1604.45	
9955	28/05/2015	TELSTRA	Telephone Charges	1056.26	
9956	28/05/2015	WATER CORPORATION	Water Charges	776.89	
9957	05/06/2015	RACHEL BUCK	Emergency Services Antennae Power	146.32	
9958	05/06/2015	COURIER AUSTRALIA	Medical Supplies -Freight	12.23	
9959	05/06/2015	DOWERIN HACC	Hire Community Centre	116.90	
9960	05/06/2015	SYNERGY	Electricity Charges	11.90	
9961	05/06/2015	TELSTRA	Telephone Charges	612.55	
9962	05/06/2015	WATER CORPORATION	Water Service	36.01	
DD8748.1	20/05/2015	WA SUPER	Payroll deductions	4067.84	-4067.84
DD8748.2	20/05/2015	CHILDCARE SUPER	Superannuation contributions	52.04	-52.04
DD8748.3	20/05/2015	CONCEPT ONE SUPER	Superannuation contributions	17.86	-17.86
DD8748.4	20/05/2015	FIDUCIAN PORTFOLIO SERVICES LIMITED	Superannuation contributions	48.11	-48.11
DD8748.5	20/05/2015	MLC NOMINEES PTY LTD	Superannuation contributions	351.57	-351.57
DD8748.6	20/05/2015	AMP Life Limited	Superannuation contributions	121.80	-121.80
DD8748.7	20/05/2015	The S W Flavel Superannuation Fund	Superannuation contributions	109.94	-109.94
DD8748.8	20/05/2015	NAB SUPERANNUATION FUND A	Superannuation contributions	145.11	-145.11
DD8748.9	20/05/2015	CBUS	Superannuation contributions	250.04	-250.04
DD8768.1	03/06/2015	WA SUPER	Payroll deductions	3246.09	-3246.09
DD8768.2	03/06/2015	CHILDCARE SUPER	Superannuation contributions	98.78	-98.78
DD8768.3	03/06/2015	CONCEPT ONE SUPER	Superannuation contributions	49.23	-49.23
DD8768.4	03/06/2015	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	Superannuation contributions	17.02	
DD8768.5	03/06/2015	FIDUCIAN PORTFOLIO SERVICES LIMITED	Superannuation contributions	54.99	-54.99
DD8768.6	03/06/2015	MLC NOMINEES PTY LTD	Superannuation contributions	397.31	-397.31

**LIST OF ACCOUNTS
13TH MAY TO 5TH JUNE 2015**

DD8768.7	03/06/2015 AMP Life Limited	Superannuation contributions	134.62	-134.62
DD8768.8	03/06/2015 The S W Flavel Superannuation Fund	Superannuation contributions	109.94	-109.94
DD8768.9	03/06/2015 NAB SUPERANNUATION FUND A	Superannuation contributions	86.34	-86.34
DD8748.10	20/05/2015 PRIME SUPER	Superannuation contributions	89.38	-89.38
DD8748.11	20/05/2015 HEALTH EMPLOYEES SUPER	Superannuation contributions	109.59	-109.59
DD8748.12	20/05/2015 HOSTPLUS	Superannuation contributions	46.11	-46.11
DD8768.10	03/06/2015 CBUS	Superannuation contributions	250.04	-250.04
DD8768.11	03/06/2015 PRIME SUPER	Superannuation contributions	89.38	-89.38
DD8768.12	03/06/2015 HEALTH EMPLOYEES SUPER	Superannuation contributions	114.00	-114.00
DD8768.13	03/06/2015 HOSTPLUS	Superannuation contributions	58.81	-58.81
Batch 1067	20/05/2015 SHIRE OF DOWERIN	Payroll F/Ending 20/05/2015	42157.40	
Batch 1068	20/05/2015 SHIRE OF DOWERIN	Payroll F/Ending 20/05/2015	409.44	
Batch 1069	20/05/2015 SHIRE OF DOWERIN	Payroll F/Ending 20/05/2015	407.92	
Batch 1087	03/06/2015 SHIRE OF DOWERIN	Payroll F/Ending 03/06/2015	38670.15	
			477060.40	

10.3.3 SCHEDULE OF FEES AND CHARGES - 2015/16

Date:	12 May 2015
Applicant:	N/A
Location:	N/A
File Ref:	F1
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Schedule of Fees and Charges – 2015/2016

Background

Each year a local government authority is required to impose a Schedule of Fees and Charges as part of the annual budget process. Reviewing the schedule prior to budget adoption allows Council the time to consider the proposed fees and charges separate to assessing the budget allowing more time for review. Also as the 2015-2016 Budget will not be adopted prior to 30 June 2015, adoption of the 2015-2016 Schedule of Fees and Charges this month will allow them to take effect from 1 July 2015. The early adoption of fees will also enable a more accurate estimation of budget income.

Consultation

Works Manager

Environmental Health and Building Officer

Comment

An updated Schedule of Fees and Charges is submitted to Council for adoption and inclusion in the budget for the 2014-2015 financial year.

Some fees and charges have remained the same as previous years, while others have been increased by at least 4%. The proposed amendments and exclusions have been made to some and these are listed below:

Statutory Charges

- Statutory charges have been increased where applicable.

Governance

- Councillor fees remain the same as a considerable increase was had in 2013/14. Currently the Salaries and Wages Tribunal is reviewing Councillor payments
- The charges for Council Document Charges have been removed due to electronic availability on website or email.
- Property Enquiries have been increased to \$110. This fee is consistent with what other LG's charge

Housing

- The weekly rental charge of Rental Properties has been increased. The Dept. of Housing properties will be increased as per arrangements under those leases.

Community Amenities

- The fee for rubbish removal services has been increased by 4% to reflect an anticipated rise in costs.
- The fee for Sewerage Rates and Charges has been increased by 4% to reflect an anticipated rise in costs.

- Cemetery fees have been increased by 4%.

Recreation

- The sub-headings for Town and Lesser Hall Hire have been amended to standardise building/amenity hire charges.
- The daily Swimming Pool fees have been increased to encourage season tickets to be purchased.
- Dowerin All Hours Gym Fees have been included and increased by 10%. I have also included on-Dowerin resident fee with no concessions.

Economic Services

- Rental charge for Country Collections commercial rent has been included.
- Building Application Fee for building permit applications has been included.

Private Works

- The fees for the provision of Plant Hire and House Sand Pad's have been increased to reflect associated costs with this service.

Financial Implications

The list of fees and charges, when adopted, sets the level of many revenue items contained within the budget.

Statutory Implications

Nil.

Policy Implications

Nil.

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.3

(2510) Moved: TW Quartermaine Seconded: GB Ralph Carried: 7/0

THAT COUNCIL REVIEW AND ADOPT THE SCHEDULE OF FEES AND CHARGES FOR 2015-16 AS REQUIRED BY LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 5(2)(6) TO COME INTO EFFECT AS AT 1 JULY 2015.

Account Number	Fee or Charge	15/16 Charges	GST applies	14/15 Charges
PROGRAM 4 - GOVERNANCE				
Member Meeting Fees				
102420	Council Meetings - Councillors	\$185	No	\$185
102420	Council Meetings - President	\$250	No	\$250
102420	Council Committee Meetings	\$70	No	\$70
102420	Allowance - President	\$3,000	No	\$3,000
102420	Allowance - Deputy President	\$750	No	\$750
Rate Account Enquiry				
104030	Single Property enquiry	\$110	Yes	\$88
Document and Stationery Charges				
168130	District Maps	\$6	Yes	\$6
Freedom of Information Requests (Statutory Fee)				
103730	Personal information fee	Nil.	No	Nil.
103730	Application fee (Statutory fee)	\$30	Yes	\$30
103730	Internal Review	NA	No	NA
103730	External Review	NA	No	NA
103730	Charge for time dealing with application per hour/pro rata	\$30	Yes	\$30
103730	Access time supervised by staff per hour/pro rata	\$30	Yes	\$30
103730	Photocopying staff time per hour/pro rata	\$30	Yes	\$30
103730	Photocopy per copy	\$0.3	Yes	\$0.20
103730	Transcribing from tape, film or computer per hour/pro rata	\$30	Yes	\$30
103730	Duplicating a tape, film or computer information	at cost	Yes	at cost
103730	Delivery, packaging and postage	at cost	Yes	at cost
103730	Deposit based on estimated charges	25%	Yes	25%
PROGRAM 5 - LAW & ORDER				
Dog Registrations (Statutory Charges)				
108530	Annual Registration - Sterilised Dog/Bitch	\$20	Yes	\$20
108530	Annual Registration - Unsterilised Dog/Bitch	\$50	Yes	\$50
108530	Three Year Registration - Sterilised Dog/Bitch	\$42.5	Yes	\$42.5
108530	Three Year Registration - Unsterilised Dog/Bitch	\$120	Yes	\$120
108530	Concession - Working Dogs - 25% of fee		Yes	
108530	Concession - Pensioners - 50% of fee		Yes	
108430	Pound Fees	\$15/day	Yes	\$15/day
Cat Registrations (Statutory Charges)				
108630	Hire of Cat Trap	\$20 Bond	No	\$20 Bond
108630	Annual Registration - Sterilised Cat	\$20	Yes	\$20
108630	Three Year Registration - Sterilised Cat	\$42.5	Yes	\$42.50
108630	Life Registration	\$100	Yes	\$100
108630	Concession - Pensioners - 50% of fee		Yes	
PROGRAM 7 - HEALTH				
Home and Community Care (Statutory Charges)				
120030	Transport - Eligible Clients	15c per km	No	15c per km
115630	Meals on Wheels	\$10	No	\$10
121030	Gardening Fees	\$8	No	\$8
116230	Domestic Assistance	\$8	No	\$8
116430	Personal Care	\$8	No	\$8
116330	Community Nursing	\$8	No	\$8
121230	Gentle Gym - Member	\$4		\$4
121230	Gentle Gym - Non-Member	\$6	No	\$6
115530	Day Care	\$8	No	\$8
PROGRAM 8 - EDUCATION AND WELFARE				

Account Number	Fee or Charge	15/16 Charges	GST applies	14/15 Charges
Office Rents				
110330	Community Resource Centre - Weekly	\$33	Yes	\$33
PROGRAM 9 - HOUSING				
Housing Rents -(GST Input Tax)				
125330	13 Maisey Street - JK Williams (lease)	\$130	Yes	\$130
124330	36 Stacy Street - Staff	\$95	Yes	\$90
124330	43 Stacy Street - Staff	\$95	Yes	\$90
125330	12 Cottrell Street -Butcher	\$150	Yes	\$140
125630	CHP Unit 1		Yes	
125630	CHP Unit 2	\$135	Yes	\$125
125630	CHP Unit 3	\$135	Yes	\$125
125630	CHP Unit 4	\$115	Yes	\$105
125430	18 O'Loughlen Street - GEHA monthly (annual Review)	\$1,339	Yes	\$1,339
125430	26 O'Loughlen Street - GEHA monthly	\$1,481	Yes	\$1,481
125730	Independent Living Unit - A	\$100	Yes	\$85
125730	Independent Living Unit - B	\$90	Yes	\$80
125730	Independent Living Unit - C	\$100	Yes	\$100
125730	Independent Living Unit - D	\$100	Yes	\$90
125230	Stacy St Unit 1 - Club Manager	\$150	Yes	\$140
125230	Stacy St Unit 2 - Staff	\$95	Yes	\$90
125230	Stacy St Unit 3	\$150	Yes	\$110
124330	16 Anderson Street - Staff	\$95	Yes	\$90
124330	18 Anderson Street - Staff	\$95	Yes	\$90
PROGRAM 10 - COMMUNITY AMENITIES				
Rubbish Removal				
126330	First Weekly Service and Recycling	\$306	No	\$294
126430	Additional Weekly Service	\$153	Yes	\$147
Sewerage				
128430	Rate	0.061152	No	0.0588
128530	1st Fixture	\$219	No	\$211
128530	Other Fixtures	\$100	No	\$96
128430	Minimum Charge - Residential	\$333	No	\$320
128430	Minimum Charge - Commercial	\$686	No	\$660
128430	Minimum Charge - Vacant Land	\$333	No	\$320
128430	Minimum Charge - Government	\$686	No	\$660
Septic Fees (Statutory Fee)				
128730	Septic System Application	\$118	Yes	\$113
128730	Septic System Inspection	\$118	Yes	\$113
128730	Septic Fees	at cost	Yes	at cost
Cemetery				
132330	Single Internment	\$546	Yes	\$525
132330	Double Internment - Extra 600mm depth	\$100	Yes	\$100
132330	Grant of Right of Burial Fee	\$65	Yes	\$60
132330	Niche Wall - Single Niche	\$130	Yes	\$125
132330	Niche Wall - Double Niche	\$230	Yes	\$230
132330	Niche Wall - Grant of Right of Burial Fee	\$65	Yes	\$60
132330	Niche Wall - Plaques	at cost	Yes	at cost
132330	Grave Site Reservation	\$30	Yes	\$35
132330	Niche Wall Reservation	\$30	Yes	\$30
132330	Erect Monument Fee	\$40	Yes	\$40
132330	Reopening of Grave	\$520	Yes	\$525
Protection of Environment				

Account Number	Fee or Charge	15/16 Charges	GST applies	14/15 Charges
129830	NRMO - Tree Planter Hire	\$100/day	Yes	\$100/day
Community Bus				
132230	Ordinary Hire - plus fuel	60c/Km	Yes	70c/Km
132230	Seniors Hire - plus fuel	52.5c/km	Yes	52.5c/km
PROGRAM 11 - RECREATION				
Town and Lesser Hall				
133330	Standard - Per hour	\$11	Yes	\$10
133330	Standard - Full day	\$65	Yes	\$60
133330	Function Fee - Events	\$180	Yes	\$170
133330	Function Fee - Local Groups	\$80	Yes	\$75
133330	Function Fee - School Activities	NC	Yes	NC
161900	Function Bond	\$550	No	\$500
Recreation Centre				
136330	Badminton - Per hour	\$10	Yes	\$9
136330	Squash - Per hour	\$10	Yes	\$9
136330	Kitchen/Function Room - Per hour	\$10	Yes	\$9
136330	Indoor Courts (with lights) - Per hour	\$10	Yes	\$9
136530	Field Day Office - Annual Fee	\$1,817	Yes	\$1,730
	Caravan Park (per site) - Contractors - Per night	\$16	Yes	\$15
	Caravan Park (per site) - Caravan Clubs - Per night	\$11	Yes	\$10
Annual Sports Charges				
136330	Football - Annual Fee	\$3,765	Yes	\$3,620
136330	Cricket - Annual Fee	\$1,055	Yes	\$1,014
136330	Hockey - Annual Fee	\$676	Yes	\$650
136330	Basketball - Annual Fee (only if they have a competition)	\$1,055	Yes	\$1,014
136330	Badminton - Annual Fee	\$1,055	Yes	\$1,014
136330	Netball - Annual Fee	\$530	Yes	\$510
Swimming Pool				
134330	Adults	\$3.50	Yes	\$3.00
134330	Children	\$3.50	Yes	\$3.00
134330	Season Tickets - Family	\$130	Yes	\$120
134330	Season Tickets - Single	\$75	Yes	\$70
All Hours Gym Membership Fees				
137340	Adults	\$160	Yes	\$150
137340	Student	\$80	Yes	\$75
137340	Concession/Senior	\$80	Yes	\$75
137340	Non Dowerin Resident (no concessions)	\$260	Yes	
137340	Commercial Activities (per usage)	\$11	Yes	\$10
137340	Replacement Card Fee	\$35	Yes	\$30
Souvenirs				
168330	Dowerin Wrapping Paper	\$1	Yes	\$1
168330	Shire of Dowerin Polo Shirts - Red	\$30	Yes	\$30
168330	Rusty Jigsaw Puzzles	\$10	Yes	\$10
168330	Rusty Lolly Jar	\$3	Yes	\$3
168330	Rusty Key Rings	\$5	Yes	\$5
168330	Coasters	\$3	Yes	\$3
168330	Rusty Hat Pins	\$5	Yes	\$5
History Books				
139330	History Book - Tin Dog Hard Cover	\$22	Yes	\$22
139330	History Book - Tin Dog Soft Cover	\$11	Yes	\$11
139330	History of Dowerin - Gwen Freund	\$6	Yes	\$6
PROGRAM 12 - TRANSPORT				

Account Number	Fee or Charge	15/16 Charges	GST applies	14/15 Charges
164930	Special Issue Plates - DOT Fee \$200	\$45	Yes	\$45
PROGRAM 13 - ECONOMIC				
169330	Building Permit Application Fee	\$92	Yes	\$92
169230	Planning Application Fee (minimum)	\$139	Yes	\$139
161700	BCITF Levy 0.2%	0.20%	Yes	0.20%
161700	BSL Levy MINIMUM	\$61.65	Yes	\$40.5
169330	Planning Charges	at cost	Yes	at cost
PROGRAM 14 - PRIVATE WORKS				
173330	House Sand Pad	\$3,700	Yes	\$3,500
Graders				
173330	CAT 120H	\$187	Yes	\$180
173330	CAT 12H	\$187	Yes	\$180
Front End Loaders				
173330	Front End Loader	\$166	Yes	\$160
173330	Mustang Skid Steer	\$140	Yes	\$135
Trucks				
173330	Toyota Dyna Tip Truck - 3 tonne	\$125	Yes	\$120
173330	Mitsubishi Tip Truck - 10 tonne	\$146	Yes	\$140
Rollers				
173330	Multipac Multi Tyre Roller	\$146	Yes	\$140
Sundry Plant				
173330	Low Loader	\$146	Yes	\$140
173330	Concrete Mixer (Min charge half day)	\$94	Yes	\$90
Sale of Material				
173330	Sand and Gravel (ex Depot)	\$21	Yes	\$21
173330	Rock Dust	\$37	Yes	\$37
Labour				
173330	Works Supervisor	\$105	Yes	\$105
173330	Operator	\$75	Yes	\$75

Council Meeting adjourned at 4.05pm.

Council Meeting resumed at 4.22pm.

Linton Thomas (EHO) entered the meeting at 4.22pm.

Linton Thomas (EHO) left the meeting at 4.31pm.

10.4 WORKS MANAGERS REPORT

10.4.1 2015/16 ROADS PROGRAM

Date:	5 June 2015
Applicant:	N/A
Location:	N/A
File Ref:	ADM 0290
Disclosure of Interest:	Nil
Author:	Steve Geerdink

Summary

This report recommends that Council endorse the 2015/16 Road Program.

Background

To assist with the 2015/16 Budget preparations I have prepared the road program for 2015/16.

Comment

Each year Council reconstructs seals, prunes vegetation and re sheets various roads within its road network. The list of roads below has been identified as the roads with the highest priority and has been included in the 2015/16 Road Program.

Regional Road Group (RRG) is State Funding through Main Roads. This funding is 2/3rds funding and 1/3rd Council contribution. Council's allocation is \$290,641 for the 2015/16 financial year. Local Governments need to apply for these funds a year in advance.

Roads to Recovery (R2R) is Federal Funding. This funding is 100% funded. There is a double allocation for 2015/16, with Council's allocation being \$497,440 for the 2015/16 financial year.

Road	SLK	Works	Funding
Redding Road	0.14-0.8	Reconstruction	RRG
Dowerin-Kalannie Road	18.27-18.50	Reconstruction	RRG
Dowerin-Kalannie	16.77-18.27 , 18.5-23.05	Re seal	RRG
Anderson Street	0.0-0.48	Re seal	R2R
East Street	0.0-0.58	Re seal	R2R
Hilda Street	0.0-0.32	Re seal	R2R
Cottrell Street	0.0-0.52	Re seal and kerbing	R2R
Dowerin-Koorda Road	0.0-2.7	Reconstruction and widen	R2R
Meckering Road	0.0-0.65	Reconstruction	R2R
Cemetery Road	7.29-10.29	Gravel re sheeting	R2R
Rabbit Proof fence Road	33.62-36.66	Gravel re sheeting	Council
Clinic Road	0.0-4.98	Gravel re sheet & prune	Council
Ejanding West Road	10.34-12.41	Gravel re sheet	Council
Dowerin-Kalannie Road	4.5-13.92	Staff pruning	Council
Hindmarsh Road	0.0-13.15	Staff pruning	Council
Nambling North Road	0.0-5.67	Staff pruning	Council

MINUTES OF ORDINARY MEETING OF COUNCIL – 16 JUNE 2015

Gangell Road	0.0-3.72	Staff pruning	Council
Dowerin-Koorda Road	2.6-9.35	Twinkarri	Council
Cunderdin-Minnivale Road	0.0-4.16	Twinkarri	Council
Maisey Rd	Various Sections	Twinkarri	Council

Other roads that Council should include for future works are listed below. Please note years quoted are only indicative.

ROADS TO RECOVERY

Dowerin-Koorda Road reconstruction to be commenced from boundary 2016/17 to 2017/18

Koombekine and Uberin Road T Intersection asphalt seal 2018-19

REGIONAL ROAD GROUP

Continuing widening work on the Dowerin-Meckering Road 2016-17 and 2017-18

Dowerin-Kalannie Road varying SLK's dependent on deterioration

Stewart Street 2018/19

COUNCIL FUNDED

Rabbit Proof Fence Road	Various SLK's
Nambling South Road	Various SLK's
Cemetery Road	5.29 – 7.29
Ucarty South Road	0 – 4.0 + various other SLK's
Hindmarsh Back Road	6.89 – 15.11
Old Koorda Road	Various SLK's as required
Quelagetting West Road	3.10 – 4.82

Council will continue to gravel sheet various bitumen road edges each year with staff pruning and twinkarri pruning to be included each year.

Financial Implications

The cost of the 2015/16 Road Program will be incorporated into the 2015/16 Budget.

Public Consultation

Nil

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.4.1

(2511)

Moved: TA Jones

Seconded: GB Ralph

Carried: 7/0

THAT THE 2015/16 ROAD BUDGET BE ADOPTED AND INCLUDED IN THE 2015/16 BUDGET AS LISTED BELOW.

Road	SLK	Works	Funding
Redding Road	0.14-0.8	Reconstruction	RRG
Dowerin-Kalannie Road	18.27-18.50	Reconstruction	RRG
Dowerin-Kalannie	16.77-18.27 , 18.5-23.05	Re seal	RRG
Anderson Street	0.0-0.48	Re seal	R2R
East Street	0.0-0.58	Re seal	R2R
Hilda Street	0.0-0.32	Re seal	R2R
Cottrell Street	0.0-0.52	Re seal and kerbing	R2R
Dowerin-Koorda Road	0.0-2.7	Reconstruction and widen	R2R
Meckering Road	0.0-0.65	Reconstruction	R2R
Cemetery Road	7.29-10.29	Gravel re sheeting	R2R
Rabbit Proof fence Road	33.62-36.66	Gravel re sheeting	Council
Clinic Road	0.0-4.98	Gravel re sheet & prune	Council
Ejanding West Road	10.34-12.41	Gravel re sheet	Council
Dowerin-Kalannie Road	4.5-13.92	Staff pruning	Council
Hindmarsh Road	0.0-13.15	Staff pruning	Council
Nambling North Road	0.0-5.67	Staff pruning	Council
Gangell Road	0.0-3.72	Staff pruning	Council
Dowerin-Koorda Road	2.6-9.35	Twinkarri	Council
Cunderdin-Minnivale Road	0.0-4.16	Twinkarri	Council
Maisey Rd	Various Sections	Twinkarri	Council

11. NEW BUSINESS OF AN URGENT NATURE

12. ELECTED MEMBERS MOTIONS

13. CONFIDENTIAL ITEMS

14. CLOSURE OF MEETING

There being no further business Cr Dale Metcalf (President) declared the meeting closed at 5.35pm.

These minutes were confirmed true and accurate at the Ordinary Council Meeting held on Tuesday 21 July 2015.

.....

D.E. Metcalf

PRESIDENT

.....

Date



AGENDA

OF MEETING

HELD ON

21 JULY 2015

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TABLE OF CONTENTS

TUESDAY 21 JULY 2015

1. OPENING, OBITUARIES, VISITORS	52
1.1 OPENING	52
1.2 OBITUARIES	52
2. RECORD OF ATTENDANCE/APOLOGIES	52
2.1 RECORD OF ATTENDANCE.....	52
2.2 LEAVE OF ABSENCE.....	52
2.3 APOLOGIES	52
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	52
4. DECLARATION OF ELECTED MEMBERS	52
5. PUBLIC QUESTION TIME	52
6. APPLICATIONS FOR LEAVE OF ABSENCE	52
7. CONFIRMATION OF MINUTES.....	52
8. PETITIONS/DEPUTATIONS/PRESENTATIONS	53
9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION.....	53
9.1 PRESIDENT ANNOUNCEMENTS	53
10. REPORTS OF COMMITTEE AND OFFICERS.....	53
10.1 CHIEF EXECUTIVE OFFICER REPORT STRATEGIC	54
10.1.1 CORPORATE PLAN UPDATE.....	54
10.2 OPERATIONS.....	70
10.2.1 COMMERCIAL HOTEL, DOWERIN – LIQUOR LICENCE EXTENSION	70
10.2.2 DEDICATION OF LOT 350 AS A ROAD RESERVE	74
10.3 FINANCE REPORT	76
10.3.1 FINANCE REPORT – JUNE 2015	76
10.3.2 ACCOUNTS FOR PAYMENT – JULY 2015.....	91
10.3.3 BUDGET 2015/2016	96
10.3.4 SALE OF LOT 7 STACY STREET, DOWERIN	98
10.4 WORKS AND SERVICES REPORT.....	103
10.4.1 CHANGE OVER OF CAT 120M GRADER	103
11. NEW BUSINESS OF AN URGENT NATURE.....	105

12. ELECTED MEMBERS MOTIONS	105
13. CONFIDENTIAL ITEMS.....	105
<i>13.1.1 CEO PERFORMANCE REVIEW</i>	<i>105</i>
14. CLOSURE OF MEETING	106

1. OPENING, OBITUARIES, VISITORS

1.1 OPENING

1.2 OBITUARIES

Mrs Norma Miller

Mr Lionel John Metcalf

2. RECORD OF ATTENDANCE/APOLOGIES

2.1 RECORD OF ATTENDANCE

D.E. Metcalf	President	Town Ward
G.B. Ralph	Deputy President	Rural South Ward
L.G. Hagboom		Rural South Ward
T.W. Quartermaine		Town Ward
D.P. Hudson		Town Ward
S.V. Brookes		Town Ward
W.E. Coote		Rural North Ward
T.A. Jones		Rural North Ward
D.J. Alcock	Chief Executive Officer	
S.L. King	Finance Manager	
S.F. Geerdink	Works Manager	

2.2 LEAVE OF ABSENCE

2.3 APOLOGIES

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DECLARATION OF ELECTED MEMBERS

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 7.1

THAT THE MINUTES OF THE ORDINARY MEETING OF THE DOWERIN SHIRE COUNCIL HELD ON 16 JUNE 2015 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

9.1 PRESIDENT ANNOUNCEMENTS

10. REPORTS OF COMMITTEE AND OFFICERS

10.1 CHIEF EXECUTIVE OFFICER REPORT STRATEGIC

10.1.1 CORPORATE PLAN UPDATE

Date:	6 July 2015
Applicant:	N/A
Location:	Shire of Dowerin
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Dacre Alcock

Summary

A Status Report providing update on activities relating to Councils' Corporate Plan.

Background

Council adopted its Corporate Plan 2013-2017 at its November 2013 Council meeting. Within the Plan, Council included an enabling Strategy which in addition to setting out a range of implementation actions includes a reporting requirement in support of the Plan.

During forum sessions held during the March and April 2015 Council meetings the corporate plan and was adopted at the May 2015 Council Meeting

Comment

A Status Report has been prepared and included after this report which details the strategies, actions, estimated costs, funding sources, timeframes, officers responsible and key performance indicators. The final column details the progress to date on each strategy with those highlighted completed since the last status report.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Policy development to be determined.

Statutory Implications

Nil

Strategic Implications

Implementation and monitoring of Councils Corporate Plan, which includes elements of Council's Community Strategic Plan.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION – ITEM 10.1.1

THAT COUNCIL RECEIVES THE JULY 2015 CORPORATE PLAN STATUS REPORT.

COMMUNITY STRATEGIC PLAN

2015 – 2019

STATUS REPORT

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

THEME ONE: COMMUNITY					
ACTIONS	TIMEFRAME	ESTIMATED COST	OFFICER RESPONSIBLE	KEY PERFORMANCE INDICATION	CURRENT STATUS
C 1 Maintain a liveable and safe environment for all					
C.1.1 Support and retain police services					
Continue to support a strong relationship with local officers based on a good rapport and regular communication	LEMC Meeting Quarterly	-	CEO, STAFF	<ul style="list-style-type: none"> Minutes of LEMC Meeting 	LEMC meeting was held in May 2015. Desktop exercise with Field Days and Marshalls 30 July
Maintain suitable housing for Police and emergency services	Review Annually	\$5000	CEO, Property Manager	<ul style="list-style-type: none"> Property inspection and report – housing to a suitable standard 	
C.1.2 Promote and encourage participation in voluntary based emergency services					
Partner with local emergency services	LEMC Meeting Quarterly & On request		CEO		Desktop exercise with Field Days and Marshalls 30 July
C.1.3 Continue to support the Animal Ranger Service					
Residents have access to the services of a ranger	Reviewed annually	\$3000	Works Manager	<ul style="list-style-type: none"> Advertise ranger services locally to residents 	Contracting Ranger services with numerous dog and cat issues – ongoing
Snake handling services	Staff training every **		Works Manager	<ul style="list-style-type: none"> 3 staff fully trained in snake handling 	Only one qualified snake handler
C.1.4 Continue to produce a high quality extensive road network					
Council to conduct an annual road inspection	Annually – ongoing	-	Works Manager/CEO	<ul style="list-style-type: none"> Complete road audit inspection 	

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

Produce and implement annual roads program	Ongoing Annually	-	Works Manager	<ul style="list-style-type: none"> Completed road program document 	<i>Presented to Council in June 2015.</i>
Produce and implement plant replacement program	Ongoing Annually	-	Works Manager	<ul style="list-style-type: none"> Completed plant replacement program p document 	<i>Presented to Council in April 2015.</i>
Conduct audit of current footpaths	2014		WM	<ul style="list-style-type: none"> Complete Footpath audit highlighting problem areas 	<i>June 2014 - Audit completed 6th June 2014 – Included 500m of footpath needs repair/replacing in 14/15 Budget</i>
C.2 Pride & Participation in our community					
C.2.1 Plan and facilitate social and community capacity programs and activities including celebratory days					
Community Events Program	Reviewed annually	\$8860 + external grant funding	CSO CDO FM	<ul style="list-style-type: none"> Coordination of events within budget 	Draft Version of 2015 events calendar has been created and will be included in the Draft Budget 2015/16
Identify opportunities for grant funding	Checked weekly		CSO	<ul style="list-style-type: none"> Increase in successful funding Increase in grants advertised in local media 	Continue to inform community and clubs of grants as we become aware of them
C.2.2 Continue to provide support for local clubs and organisations					
Provide information and support for Funding & Governance of clubs	Ongoing		CDO CSO	<ul style="list-style-type: none"> 	Facilitate the Kidsport program on behalf of DSR for 2015/16 Financial Year
C.2.3 Continue to provide quality facilities to hold events					
Initiate a maintenance program schedule for Council Buildings	February 2014		Works Manager Finance Manager	<ul style="list-style-type: none"> Develop a detailed program of maintenance for all shire owned facilities 	Stage 1 commenced as part of Asset Management

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

Review usage of shire owned facilities (sporting facilities, town hall etc...)	April 2014		CEO WM	<ul style="list-style-type: none"> Annual review of bookings/usage of facilities 	
C.3 Improved Community Health and Well-being					
C.3.1 Expand the provision of medical services in Dowerin					
Continue to advertise and promote the Medical services available to Dowerin residents	Monthly or when required		CDO	<ul style="list-style-type: none"> Adverts in local media, on website, Facebook etc... Increase in utilisation of service 	<p>Goomalling Medical Practice mail out sent out in June 2015</p> <p>Cr Hudson, Cr Metcalf and CEO attended the Goomalling Medical Practice meeting 29/6/15</p>
Gain feedback from residents as to what further medical services may be required	Reviewed annually		CEO CDO	<ul style="list-style-type: none"> Conduct a survey/initiate comments box to gain feedback from community Report findings to GP Network 	
C.3.2 Continue to support the Home and Community Care Service					
Promote and Review services/facilities provided by Dowerin HACC	Annually		HACC CEO	<ul style="list-style-type: none"> Increase utilisation of HACC services Annual report 	<p>CDO has included HACC information and newsletters on the new Dowerin Community Website</p> <p>3 HACC Brochures have been developed Quality Improvement Plan has been finalised – March 2015.</p>
C.3.3 Maintain High Quality Sporting Facilities					
Adhere to the sports surfaces maintenance program budget	Reviewed Annually	\$55,700		<ul style="list-style-type: none"> 	
C.3.4 Investigate Options available for alternative sporting and recreational pursuits					
Development of alternative plan for the	April 2014		CDO	<ul style="list-style-type: none"> Develop a new plan for the Dowerin Gym prior to budgeting process 2014 	<p>February 2014 – Gym project completed. Open day held on Thursday 19th February@ 5pm.</p>

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

Dowerin Gym				<ul style="list-style-type: none"> Forward plan/budget to FM 	Lottery West Grant Acquittal completed in May 2015 – funding received.
Review the Dowerin Bike Plan	2013/14		CDO FM	<ul style="list-style-type: none"> Complete review and update Bike Plan 	Grant application submitted in October 2014 to revise the bike plan
C.4 Maintain and increase training and education opportunities					
C.4.1 Continue to support and promote Dowerin District High School					
Liaise with senior staff at the school	Annually		CDO CSO	<ul style="list-style-type: none"> Gain understanding of the challenges/needs of the school Develop plan of events/activities that the Shire can assist with 	
C.4.2 Support & Promote the Community Resource Centre					
Meet with the Dowerin CRC	Quarterly		FM CDO	<ul style="list-style-type: none"> Gain understanding of the challenges/needs of the CRC Develop plan of events/activities that the Shire can assist with 	
C.4.3 Support and encourage local apprenticeships & traineeships					
Support and actively promote those local businesses providing traineeships/apprenticeships	Quarterly		CDO	<ul style="list-style-type: none"> At least 4 stories per year in local media Increased interest in other businesses in apprentice/traineeships 	
Work in conjunction with DEM to provide 2 Leeuwin youth scholarships annually	January	\$3600	CDO Cr Jones Cr Quartermaine	<ul style="list-style-type: none"> 2 youth scholarships presented each year 	Damien Allsopp has been selected to go on the Leeuwin in 2015.

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

C.5 Increase and maintain a range of affordable housing for singles, families and seniors					
C.5.1 Develop a Housing & Accommodation Strategy					
Research need for accommodation for rental/purchase/size/type including short term accommodation	April 2014		CDO	<ul style="list-style-type: none"> • Distribution of surveys • Analysis of survey 	<p>Feedback from Community Strategic Plan has indicated a need for accommodation park</p> <p>Research has been conducted utilising regional documents such as the Central Wheatbelt Tourism Strategy and feedback & statistics from the Wheatbelt Way</p> <p>NSRF Grant to be submitted in July 2015</p>
Map vacant shire owned lots within the town site for possible development including potential sites for Short Term Accommodation Park	April 2014		CDO	<ul style="list-style-type: none"> • Completed map of vacant lots 	<p>April 2014 – Completed – see discussion forum Destination Dowerin</p>
Create detailed Housing and Accommodation Strategy and recommendations to council	April 2014		CDO	<ul style="list-style-type: none"> • Completed report • Adoption of report by council • Implementation of strategy 	<p>Master Plan has been developed and approved by the Short Term Accommodation Steering Committee</p> <p>Short Term Accommodation Steering Committee has been established and first meeting has taken place. This committee will drive this project through to fruition</p>
C.5.2 Develop a property maintenance calendar/program					
Collaborate all property maintenance information into a Property Maintenance Program	To be reviewed following property inspections annually		FM Maintenance Officer Property Officer	<ul style="list-style-type: none"> • Completed program • Implementation of program 	<p><i>June 2014 – Property Income/Expense spreadsheet developed</i></p> <p><i>June 2014 – Property Maintenance spreadsheet developed</i></p> <p>FM - Stage 1 Commenced as part of Asset Management</p>

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

C.6 Maintain the provision of High Quality Infrastructure					
C.6.1 Maintain Dowerin's Recreation Services and the Dowerin Community Club					
Maintain Dowerin's Recreation Facilities	Annually	\$16,000	FM	<ul style="list-style-type: none"> Annual increase of % in funds 	<i>June 2014 – Draft Budget Meeting 2/07/14</i> Ongoing
C.6.2 Continue to support the development of the Dowerin Community Child Care facility					
Assist with the maintenance and management of the facility	2013/2014	\$15,000	FM	<ul style="list-style-type: none"> Completion of works Smooth running of the facility 	<i>June 2014 – Works complete</i> November 2014 –MOU presented to Council and adopted First MOU Meeting was held 3 February 2015.October 2014 – laying of lawn completed
C.6.4 Develop seniors facilities and be recognised as an aged friendly community					
Review Disability Inclusion Plan	Annually		EHO	<ul style="list-style-type: none"> Annual review 	May 2014 - Complete
Investigate further aged care housing options and facilities.	2014		CDO CEO	<ul style="list-style-type: none"> Development of a housing & short term accommodation strategy 	In conjunction with AROC an Age Friendly Community Grant of \$41,000 was successful.
C.7 Retain and improve on our attractive town and streetscape					
C.7.1 Manage and revive community spaces and business district areas					
Research and develop a standard 'Streetscape Policy;	2014		CEO CDO	<ul style="list-style-type: none"> Development, adoption and implementation of policy 	<i>June 2014 – Council forum to be conducted in near future (month to be advised)</i>
Beautification of public	2014		WM	<ul style="list-style-type: none"> Deeper understanding of water wise principals 	<i>Replant the planter boxes outside the post office with</i>

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

spaces			P&G	<ul style="list-style-type: none"> Increase in implantation of water wise principals in community areas 	<i>native plants</i> <i>Staff have been trained in water wise best practice</i>
C.7.3 Encourage community pride & participation in improving aesthetics within the town site and continue community involvement in the Tidy Towns Program					
Program of clean ups and busy bees	February 2014		CSO	<ul style="list-style-type: none"> Develop new name and focus of former Tidy Towns Committee Successful appointment of new committee 	<i>Clean up Australia Day held 7th March 2015.</i> <i>Include 3 clean up/planting busy bees in annual events calendar (including Clean Up Australia Day</i>
Implement a 'Great Front Yard' Competition	2014		CSO	<ul style="list-style-type: none"> Develop guidelines and prizes with the aim of residents improving the aesthetics/tidiness of their front yards 	<i>Very basic guidelines have been laid out. Will promote in either autumn or spring.</i>
THEME TWO: LOCAL ECONOMY & BUSINESS					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
EB.1 A diverse and growing economic base that will provide local employment					
EB.1.1 Increase availability of light industrial land					
Review & adopt Avon Region Industry Plan	2013/2014		CEO	<ul style="list-style-type: none"> Respond to draft plan – re: changes Adoption of plan WDC 	
Seek and support the development of suitable light industrial blocks	Review Annually		CEO Council	<ul style="list-style-type: none"> Increase number of industrial lots available 	
EB.1.2 Investigate alternative economic development opportunities					
Review the 'Broader Horizon's in Dowerin' report	2014		CDO CEO	<ul style="list-style-type: none"> Review & update of report 	<i>July 2014 – Surveys updated and distributed amongst Dowerin's youth population.</i>

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

			COUNCIL		
EB.1.3 Advertise and negotiate for tradespeople, professionals and small businesses to meet the gaps in required services					
Review 'gaps in services' and advertise opportunities in regional media and on the Dowerin website	Review annually		CDO	<ul style="list-style-type: none"> Increased awareness of services needed in Dowerin Website update Despatch articles 	Supported and promoted a vet service to town
Liaise with neighbouring shires regarding 'gaps in services' in attempt to share services	2014		CEO CDO	<ul style="list-style-type: none"> Meeting with CEO of Wyalkatchem, Koorda & Goomalling regarding shared services 	
EB.2 A Growing Tourism Industry					
EB.2.1 Market Dowerin and region as a tourist destination					
Continue to advertise in tourism publications	Reviewed annually	\$800	CSO	<ul style="list-style-type: none"> Updated publications Variety of publications Accommodation providers to complete Visitor Statistics Form 	<i>June 2014 – Draft Budget Meeting 2/07/14</i>
Investigate additional free advertising avenues and Expand and increase Social Media Marketing	Reviewed annually		CSO	<ul style="list-style-type: none"> Increased exposure to a wide variety of people/regions Accommodation statistics 	Continue to update coming events via Wheatbelt Way website, Central Wheatbelt Visitors Centre, Trails WA Website and Scoop Publishing
EB.2.2 Continue to work with key stakeholders to provide quality events					
Support DEM twith the Dowerin GWN Machinery Field Days	August each year		FM CDO	<ul style="list-style-type: none"> A successful 50th Anniversary event - 	October 2014 – a DEM working group meeting was had to finalise the new entrance.
Establish an annual 4wd event in Dowerin	May – August 2014		CSO	<ul style="list-style-type: none"> Enhancement of the 4wd track Successful event 	<i>Ongoing</i>

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

EB.2.3 Develop further accommodation options within Dowerin					
Develop concept plans of the proposed facility.	2014/2015	To budget	CDO FM	<ul style="list-style-type: none"> Plan of a short term accommodation facility 	Master Plan has been completed Include in 2016/17 Budget.
EB.2.5 Continue developing the Wheatbelt Heritage Rail Project					
Continue to support the Project	2013/2014		CEO WM FM CDO	<ul style="list-style-type: none"> Provide support via telephone, email and in person 	
Completion of accreditation process	2013		C. Le Marshall	<ul style="list-style-type: none"> Wheatbelt Heritage Rail to be accredited for main line operation 	Accreditation paper work completed and has been submitted – awaiting decision.
Assist with the relocation of rolling stock	2013/2014		WM	<ul style="list-style-type: none"> Assist and ensure rolling stock arrives in Dowerin safely 	Commenced in 2011 and is ongoing with 3 wagons at Minnivale and a further 4 items delivered in September 2013
Assist with the coordination and delivery of rail construction material.	2013		WM	<ul style="list-style-type: none"> The successful delivery of rail construction material on site 	Mid 2015 – Track to be completed at Minnivale
THEME THREE: CARING FOR OUR ENVIRONMENT					
ACTIONS	TIMEFRAME	ESTIMATED COST	OFFICER RESPONSIBLE	KEY PERFORMANCE INDICATION	
ENV: 1 Continue to be a leader in waste management and sustainable living in the Wheatbelt					
ENV 1.1 Foster community involvement to volunteer at the Dowerin Recycling Centre					

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

A quarterly 'Recycling Blitz' morning workshop to blitz work in the recycling shed with sausage sizzle and refreshments to follow					First Recycling Blitz morning to be held on 3 rd May (tentatively)
ENV 1.2 Promote waste minimization and sustainable waste disposal					
Increase the recyclable waste going through the Dowerin Recycling Centre	Monthly		CSO	<ul style="list-style-type: none"> The introduction of a regular 'recycling centre' update in local paper/website including funds raised and distributed 	
ENV 1.3 Encourage efficient use of natural resources					
Water wise gardens	Review half yearly		CEO WM	<ul style="list-style-type: none"> Parks & Gardens adopt more water wise principles in parks and gardens 	<i>FEB 2015 – Adopted Draft MOU Waterwise Council</i>
Develop an Energy Saving Action Plan including solar energy usage on community buildings	February 2014		CEO	<ul style="list-style-type: none"> Develop an energy saving action plan Ensure all lights are turned off at Shire office/depot after use Council adopt energy saving action plan Implement energy saving action plan 	
ENV 1.4 Continue to support Drum Muster program conducted by the local Apex Group					
Promote and support drum muster program	Monthly		FM	<ul style="list-style-type: none"> Send monthly text messages to distribution list 	
ENV 1.5 Continue oil recycling program					

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

Promote and educate oil recycling program to local residents	July 2014	Ongoing	WM	<ul style="list-style-type: none"> Relocation of facility and rehabilitation of current location 	Relocate oil facility from Stewart Street to the Amery Refuse site <i>September 2014 – waste oil facility has been relocated to the Amery refuse site.</i>
ENV: 2. Protect and conserve our natural environment					
ENV 2.1 Manage NRM programs and initiatives					
Include funding in the annual budget for managing Councils nature reserves	Annually	\$23,000	WM CEO	<ul style="list-style-type: none"> Ensure that Council's nature reserves are maintained. 	
ENV 2.2 Work to manage native and feral flora and fauna					
Promote and conduct Annual Fox Shoot and Baiting Program	Spring & Autumn annually		WM CSO	<ul style="list-style-type: none"> Promotion at least 2 weeks before event Emails to farmers and articles in local media Successful plan and running of the event 	
Manage White Corella numbers	Summer & Spring		WM	<ul style="list-style-type: none"> Advertise locally Successful planning and implementation of control program 	<i>Continued use of gas gun around town</i> <i>Shoot carried out in April 2015</i>

THEME FOUR: LOCAL GOVERNMENT LEADERSHIP					
ACTIONS	TIMEFRAME	ESTIMATED COST	OFFICER RESPONSIBLE	KEY PERFORMANCE INDICATION	
LG. 1 Maintain and further develop an efficient and informative organisation					
LG. 1. 1 Develop and implement a workforce plan to meet current and future workforce needs					
Workforce plan	August 2013 to be reviewed annually		FM	<ul style="list-style-type: none"> Adoption of workforce plan Annual review of workforce plan 	Aug 2014 - Complete Review Aug 2015
LG. 1. 2 Provide timely and efficient service to customers, residents, rate payers and visitors					
Develop customer service plan & policy	December 2013		FM	<ul style="list-style-type: none"> Development of plan & policy 	FM - Stage 1 Research and preparation commenced
LG. 1. 3 Strengthen the role of staff and councillors by providing regular training opportunities					
Provide training opportunities and PD opportunities	Review Monthly		CEO	<ul style="list-style-type: none"> Create councillor training section in CEO info report Create staff training section in FM info report 	<i>December 2013 – FM including Staff Training Update to Council in Information Report</i>
LG. 1. 4 Ensure information is communicated to the public regularly and effectively					
Provide weekly Council Comments in the Dowerin Despatch	Weekly		CDO	<ul style="list-style-type: none"> Weekly Council Comments segment in local paper 	<i>Ongoing</i>
Provide regular updates to facebook users on Shire Facebook page	3 times per week		CDO CSO	<ul style="list-style-type: none"> Regular status updates of events, activities or reminders on facebook 	<i>Ongoing</i>
Provide Resident/Rate payer newsletters	August and December annually		CDO	<ul style="list-style-type: none"> 2 newsletters per year 	December 2013 – Christmas Newsletter
Website updated	Reviewed weekly		CDO	<ul style="list-style-type: none"> Ensure website is always up to date with latest news, events etc... 	<i>Ongoing</i>

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

LG. 1. 5 Provide opportunities for the community to have input into Council's decision making					
Create specialty forums in conjunction with council meetings	Quarterly		CEO	<ul style="list-style-type: none"> At least 4 forums annually to coincide with Council meetings (sports, business owners, emergency services) 	Ongoing
Promote and encourage public feedback in regard to new projects, council works etc... via survey's and the public comments register	Monthly		CEO FM WM CDO		
LG. 2 Strong leadership and governance					
LG. 2.1 Review Strategic Community Plan					
Conduct minor review of the Strategic Community Plan in consultation with community and council	Biannually (2015)		CDO	Update of Strategic Community Plan June 2015	<i>Plan was reviewed during forum sessions at the March and April 2015 Council Meetings – and was adopted at the May 2015 Council Meeting</i>
Review visions, aspirations and priorities of the Strategic Community Plan	Every 4 years (June 2017)		CDO	Overhaul of the Strategic Community Plan June 2017	
LG. 2.2 Represent the Shire of Dowerin in regional, state and national forums					
Participate in regional groups/organisations	Reviewed annually	Annual Subs	CEO STAFF	Involvement in WDC, GECZ, WALGA. LGMA WA	CEO and President attended June 2015 GECZ
LG. 2.3 Collaborate with other surrounding shires to strengthen the region					
Continue to participate in AROC meetings	Bi-monthly	\$5000	CEO Cr Metcalf	<ul style="list-style-type: none"> Attendance at AROC meetings 	June 2015 – CEO & President attended June AROC meeting
Continue to attend regional road group	Quarterly		CEO WM Cr Hagboom	<ul style="list-style-type: none"> Attendance at Regional Road Group Meetings 	<i>Cr Hudson Attended February and March 2015 KSRRG Meeting</i>

10.2 OPERATIONS

10.2.1 COMMERCIAL HOTEL, DOWERIN – LIQUOR LICENCE EXTENSION

Date:	13 July 2015
Applicant:	Steve and Sheree Parkin, Commercial Hotel Dowerin
Location:	Lot 602, 601 and 4 Stewart Street, Dowerin
File Ref:	A353
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Application Letter and Map

Summary

Council is to consider a request from the proprietors of the Commercial Hotel Dowerin to extend the liquor licenced area at the front of the Hotel.

Background

Steve and Sheree Parkin of the Commercial Hotel Dowerin have written to Council requesting that they be given permission to apply for an extension of the liquor licenced area to include the verandah area at the front of the Hotel. Their letter and map outlining the extension of the application has been included as an attachment.

Comment

The area that the Commercial Hotel Dowerin wish to extend the liquor licence into is Council land (road reserve) and Council has the right to give approval to how this land is used. The Department of Racing Gaming and Liquor will ultimately be responsible for issuing any extensions to the Commercial Hotel's liquor licence area. However approval in this instance will firstly need to be given by the landholder.

If Council is to approve this application a number of conditions should be placed on the approval.

1. That all tables and chairs need to be packed away each day at the close of business;
2. That the removable flower beds on the western side be in line with the veranda edge;
3. No obstructions are in place to obstruct the north/south traffic along the footpath between the butcher shop and the IGA; and
4. That the extended liquor licence area outside the Commercial Hotel be kept neat and tidy.

Consultation

Steve Parkin

Linton Thomas, EHO/BS

Financial Implications

Nil.

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Liquor Licensing Act

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.2.1

THAT COUNCIL GIVES APPROVAL TO THE COMMERCIAL HOTEL DOWERIN TO APPLY FOR A LIQUOR LICENCE EXTENSION TO INCLUDE THE VERANDA AREA ON THE WESTERN SIDE OF THE PREMISE SUBJECT TO THE FOLLOWING.

- 1. THAT ALL TABLES AND CHAIRS NEED TO BE PACKED AWAY EACH DAY AT THE CLOSE OF BUSINESS;***
- 2. THAT THE REMOVABLE FLOWER BEDS ON THE WESTERN SIDE BE IN LINE WITH THE VERANDA EDGE;***
- 3. NO PERMANENT OBSTRUCTIONS TO BE IN PLACE TO OBSTRUCT THE NORTH/SOUTH TRAFFIC ALONG THE FOOTPATH BETWEEN THE BUTCHER SHOP AND THE IGA; AND***
- 4. THAT THE EXTENDED LIQUOR LICENCE AREA OUTSIDE THE COMMERCIAL HOTEL BE KEPT NEAT AND TIDY.***

16/6/15

Commercial Hotel Dowerin
PO Box 157
Dowerin WA 6461

Shire of Dowerin
PO
Dowerin WA 6461

To Shire of Dowerin,

In regards to extending the licenced area at the front of the hotel. Enclosed is a diagram (highlighted in pink) of which is the area that we wish to be approved by the Shire of Dowerin to be extended. This area will mainly operate in the hours after the shops have closed for business on weekends and public holidays. We wish to put removable flower beds or advertising balustrades between poles. Tables and chairs will be placed outside at various times for people to enjoy and relax. Another reason for warranting this area to be licenced is the patrons risk of the chance of a fine for street drinking and staff management (hard to keep track of patrons entering and going outside hotel premises) This is not intended to be an alfresco area for consumption of food. Only for an area to be outside and enjoy a drink.

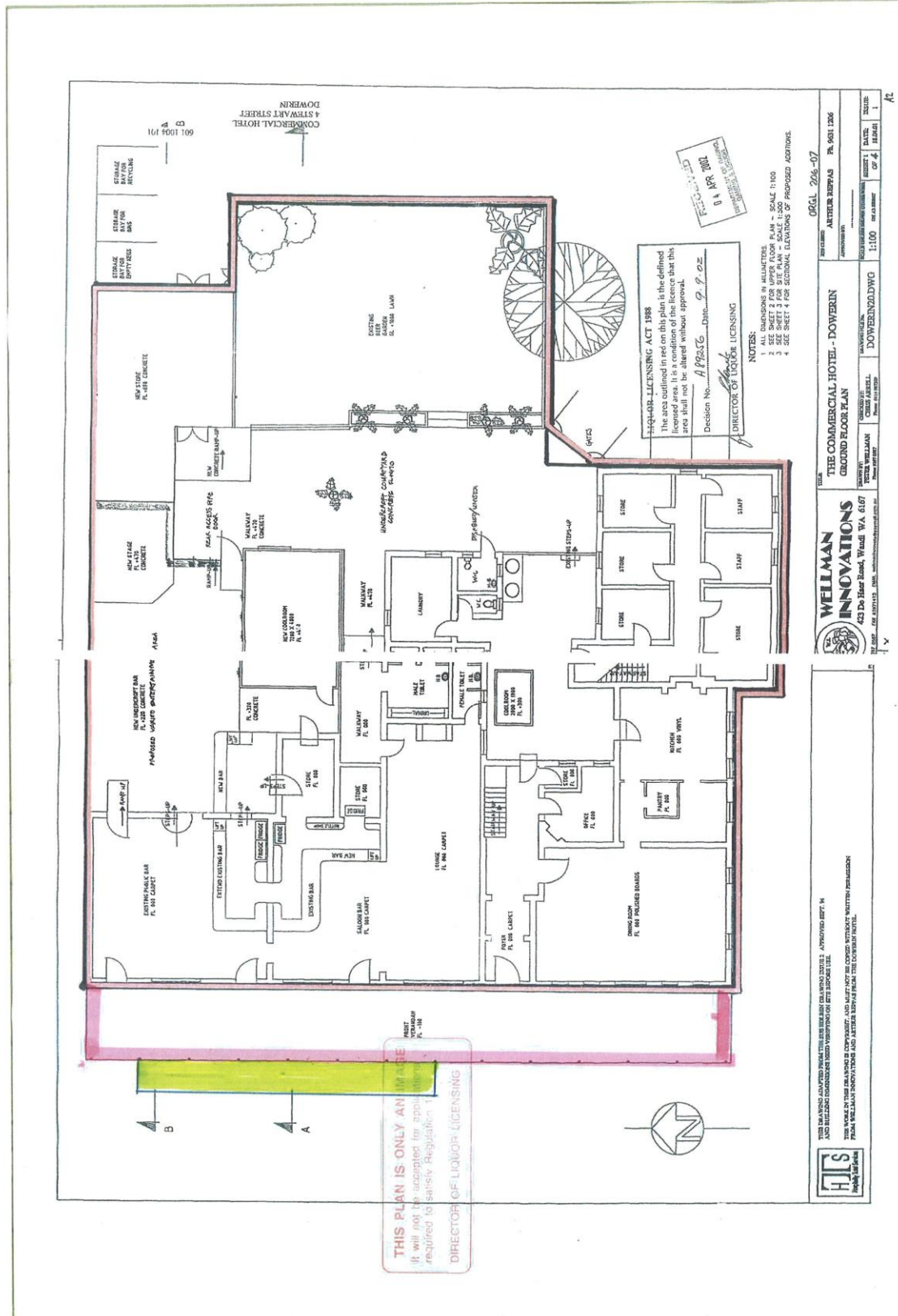
The outlined area in pink will be kept clean and tidy and we think that this will be a benefit for our business. Pending your approval, this will then be forwarded to Racing, Gaming and Liquor.

If any discussion is needed please contact us at the hotel.

Kind regards,



Steve and Sheree Parkin
Commercial Hotel Dowerin



10.2.2 DEDICATION OF LOT 350 AS A ROAD RESERVE

Date: 13 July 2015
Applicant: Main Roads WA
Location: Lot 350
File Ref:
Disclosure of Interest: Nil
Author: Dacre Alcock
Attachments: Map of Lot 350

Summary

Council is to consider a request from Main Roads WA to dedicate Lot 350 Goomalling Merredin Road as a road reserve.

Background

As part of the road widening of the Goomalling Merredin Road for the intersection upgrade with Rifle Range Road, lot 350 was developed as a road reserve. However the process of dedicating this lot as a road reserve did not occur.

Comment

For lot 350 Goomalling Merredin Road to be dedicated as a road reserve, Council needs to resolve by a Council resolution the dedication of lot 350 as road reserve and advise the Department of Lands of this dedication.

Main Roads are responsible for any costs or claims relating to the dedication of lot 350.

Consultation

Nil.

Financial Implications

Nil as lot 350 was already considered non rateable.

Policy Implications

Nil.

Statutory Implications

Local Administration Act 1997

Strategic Implications

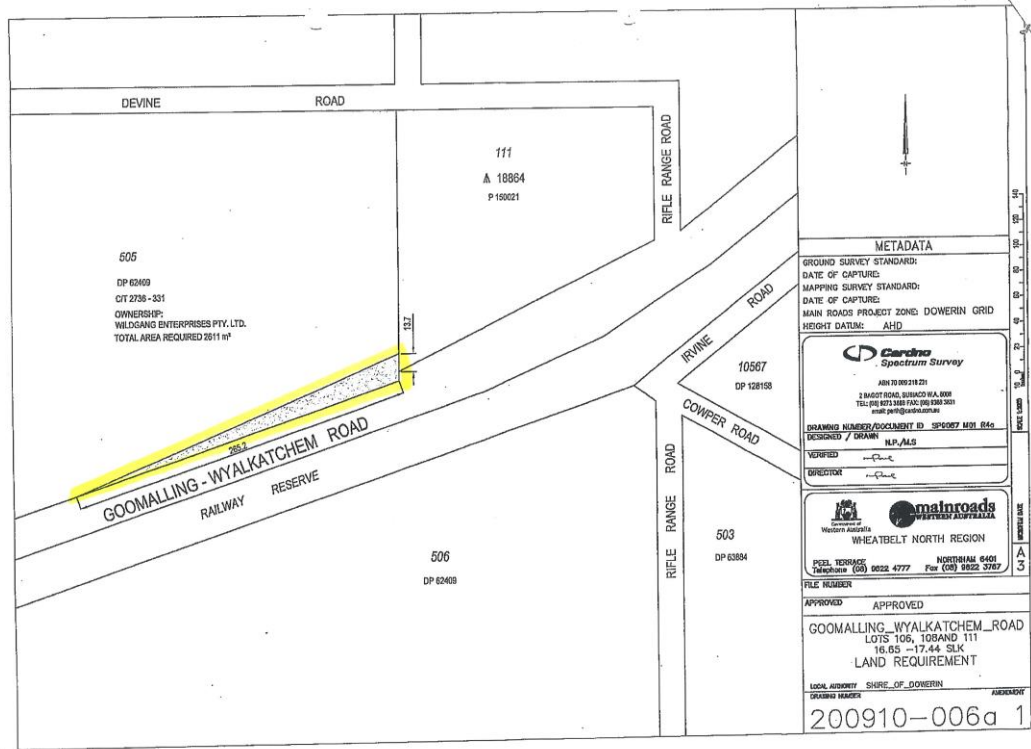
Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.2.2

THAT COUNCIL DEDICATE LOT 350 OF DEPOSITED PLAN 66198 AS A ROAD PURSUANT TO SECTION 56 OF THE LAND ADMINISTRATION ACT 1997.



10.3 FINANCE REPORT**10.3.1 FINANCE REPORT – JUNE 2015**

Date:	13 July 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Monthly Statements

Summary

I present the financial statements for the period 1 July 2014 to 30 June 2015.

Background

Section 6.4 of the Local Government Act 1995 requires a Local Government to prepare financial reports.

The Local Government (Financial Management) Regulations Reg 34 & 35 sets out the form and content of the financial reports which have been prepared for the periods as above and are presented to Council for approval (Attachment 4). The statements have been prepared in AAS27 format in accordance with FMR Reg 35 and comprise of:

- Statement of Financial Activity

	30-Jun-15	30-Jun-14
Municipal Fund	\$906,642	\$384,609
Plant Reserve	\$150,291	\$250,893
LSL Reserve	\$155,425	\$130,806
Land & Buildings Reserve	\$19,966	\$19,285
Recreation Facility Reserve	\$173,751	\$167,826
Community Bus Reserve	\$39,213	\$33,714
Community Housing Res	\$44,473	\$35,356
Sewerage Reserve	\$851,521	\$768,243
Economic Develop Reserve	\$312,977	\$302,275
Tennis Court Replacement	\$12,215	\$6,000
Bowling Green Replacement	\$40,360	\$10,000

All Hours Gym Reserve	\$5,000	
Consolidated Funds	\$2,711,834	\$2,109,007

Sundry Debtors at 30th June 2015

Current	\$19,890	Drum Muster – \$4,251, Max Employment \$ 12,488
30 days	\$11,000	Northam Shire \$5,500, Goomalling Shire \$5,500
60 days	\$4,529	Max Employment - \$4,529
90 days	\$720	
Total	\$36,139	

Reserve Funds

The total balance of funds held in the various Reserve Funds at 30 June 2015 is as detailed in the financial statements.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

Council is required to adopt monthly finance reports to comply with Reg 34(1) of the Local Government (Financial Management) Regulations 1996.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.3.1

THAT THE FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015 AS REQUIRED BY LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATION 35, AS PER ATTACHMENT 1 BE RECEIVED.



SHIRE OF DOWERIN
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

TABLE OF CONTENTS

Statement of Financial Activity

Notes to and Forming Part of the Statement

- 3 Acquisition of Assets
- 4 Disposal of Assets
- 5 Information on Borrowings
- 6 Reserves
- 7 Net Current Assets
- 8 Rating Information
- 9 Trust Funds
- 10 Operating Statement
- 11 Balance Sheet
- 12 Financial Ratios

SHIRE OF DOWERIN

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

NOTE	2014/15 Revised Budget \$	June 2015 Y-T-D Budget \$	June 2015 Actual \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %	
Operating						
Revenues/Sources						
Governance	38,700	38,700	44,496	5,796	14.98%	▲
General Purpose Funding	1,453,266	1,377,912	2,156,632	778,720	56.51%	▲
Law, Order, Public Safety	31,180	31,180	29,364	(1,816)	(5.82%)	
Health	293,872	293,872	263,622	(30,250)	(10.29%)	▼
Education and Welfare	81,653	81,653	93,081	11,428	14.00%	▲
Housing	131,917	131,917	125,559	(6,358)	(4.82%)	
Community Amenities	218,723	217,323	259,096	41,773	19.22%	▲
Recreation and Culture	68,907	68,807	137,648	68,841	100.05%	▲
Transport	697,414	697,414	675,266	(22,148)	(3.18%)	
Economic Services	9,339	6,639	114,065	107,426	1618.11%	▲
Other Property and Services	9,000	9,000	29,893	20,893	232.14%	▲
	<u>3,033,971</u>	<u>2,954,417</u>	<u>3,928,722</u>	<u>974,305</u>	<u>32.98%</u>	
(Expenses)/(Applications)						
Governance	(328,757)	(328,757)	(395,746)	(66,989)	(20.38%)	▲
General Purpose Funding	(96,960)	(96,960)	(92,293)	4,667	4.81%	
Law, Order, Public Safety	(99,050)	(99,050)	(79,076)	19,974	20.17%	▼
Health	(346,773)	(346,773)	(330,175)	16,598	4.79%	
Education and Welfare	(103,881)	(103,881)	(114,683)	(10,803)	(10.40%)	▲
Housing	(177,523)	(177,523)	(163,258)	14,265	8.04%	
Community Amenities	(301,177)	(301,177)	(311,634)	(10,457)	(3.47%)	
Recreation & Culture	(618,694)	(618,694)	(722,893)	(104,199)	(16.84%)	▲
Transport	(1,422,616)	(1,421,416)	(1,396,019)	25,397	1.79%	
Economic Services	(187,138)	(187,138)	(330,752)	(143,614)	(76.74%)	▲
Other Property and Services	(2,997)	2,003	(12,184)	(14,187)	708.29%	▼
	<u>(3,685,566)</u>	<u>(3,679,364)</u>	<u>(3,948,713)</u>	<u>(269,349)</u>	<u>7.32%</u>	
Net Operating Result Excluding Rates	(651,595)	(724,947)	(19,991)	704,956	(97.24%)	
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	23,428	23,428	(4,493)	(27,921)	119.18%	▼
Movement in Accrued Interest	0	0	0	0	0.00%	
Movement in Accrued Salaries and Wages	0	0	0	0	0.00%	
Movement in Deferred Pensioner Rates/ESL	0	0	(330)	(330)	0.00%	
Movement in Employee Benefit Provisions	0	0	24,618	24,618	0.00%	
Rounding	0	0	0	0	0.00%	
Depreciation on Assets	1,484,312	1,360,619	1,040,617	(320,002)	23.52%	▼
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	0	0	0	0	0.00%	
Purchase of Land and Buildings	(515,000)	(515,000)	(151,658)	363,342	70.55%	▼
Purchase of Vehicles & Plant	(380,760)	(380,760)	(410,560)	(29,800)	(7.83%)	
Purchase of Furniture & Equipment	(64,865)	(92,865)	(75,538)	17,327	18.66%	▼
Purchase of Tools & Equipment	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Sewerage	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	(959,831)	(955,831)	(901,310)	54,521	5.70%	
Purchase of Infrastructure Assets - Footpaths	(48,100)	(48,100)	0	48,100	100.00%	▼
Purchase of Infrastructure Assets - Drainage	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Signs	(6,950)	(6,950)	(14,047)	(7,097)	(102.12%)	▲
Purchase of Infrastructure Assets - Parks & Ovals	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Street Lighting	0	0	0	0	0.00%	
Proceeds from Disposal of Assets	257,300	0	127,300	127,300	0.00%	
Repayment of Debentures	(67,964)	(67,964)	(68,050)	(86)	(0.13%)	
Proceeds from New Debentures	117,000	117,000	117,000	0	0.00%	
Advances to Community Groups	(117,000)	0	(117,000)	(117,000)	0.00%	
Self-Supporting Loan Principal Income	10,784	0	10,870	10,870	0.00%	
Provision AROC	0	0	0	0	0.00%	
Payment Long Service Leave	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	(374,969)	(374,970)	(185,252)	189,718	50.60%	▼
Transfers from Restricted Asset (Reserves)	64,460	0	109,460	109,460	0.00%	
Net Current Assets July 1 B/Fwd	283,229	283,229	232,435	(50,794)	17.93%	
Net Current Assets Year to Date	<u>151,693</u>	<u>(284,897)</u>	<u>845,738</u>	<u>1,130,635</u>	<u>396.86%</u>	
Amount Raised from Rates	(1,098,214)	(1,098,214)	(1,166,264)	(68,050)	6.20%	

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

3. ACQUISITION OF ASSETS	2014/15 Adopted Budget \$	2014/15 Revised Budget \$	June 2015 Actual \$
The following assets have been acquired during the period under review:			
By Program			
Governance			
<i>Other Governance</i>			
Furn - Photocopier	4,865	4,865	0
Law, Order & Public Safety			
<i>Fire Prevention</i>			
Vehicle - Fire Trucks	0	0	0
Housing			
<i>Other Housing</i>			
Land - Purchase Land	0	0	0
New House	0	0	0
Health			
<i>Other Health</i>			
Furn - Hacc Equipment	0	0	0
Community Amenities			
<i>Other Community Amenities</i>			
Land - Recycling Shed	0	0	0
Recreation and Culture			
<i>Other Recreation & Sport</i>			
Tools - Mowers/Tools	0	0	0
Community Club	0	0	11,601
Gymnasium	60,000	60,000	75,538
<i>Other Culture</i>			
Furn - Museum Software	0	0	0
Land - Museum Shed	0	0	0
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads - Roads To Recovery	267,460	267,460	252,678
Roads - Signs	6,950	6,950	14,047
Roads - Unclassified	252,418	252,418	176,228
Roads - State 20/20	439,953	439,953	472,403
Footpath/Cycleways	48,100	48,100	0
<i>Road Plant Purchases</i>			
Plant - Loader	361,760	361,760	361,760
Other Plant	19,000	19,000	48,800
Plant - Works Manager Vehicle	0	0	0
Tools - Compressor	0	0	0
Economic Services			
<i>Other Economic Services</i>			
Wheatbelt Heritage Rail Project	515,000	515,000	140,057
Other Property & Services			
<i>Unclassified</i>			
Tools - Capital	0	0	0
Tools - Chainsaws/Tools	0	0	0
	<u>1,975,506</u>	<u>1,975,506</u>	<u>1,553,113</u>
By Class			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Land & Buildings	515,000	515,000	151,658
Vehicles & Plant	380,760	380,760	410,560
Furniture & Equipment	64,865	64,865	75,538
Tools & Equipment	0	0	0
Infrastructure - Sewerage	0	0	0
Infrastructure - Roads	959,831	959,831	901,310
Infrastructure - Footpaths	48,100	48,100	0
Infrastructure - Drainage	0	0	0
Infrastructure - Signs	6,950	6,950	14,047
Infrastructure - Parks & Ovals	0	0	0
Infrastructure - Street Lighting	0	0	0
	<u>1,975,506</u>	<u>1,975,506</u>	<u>1,553,113</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$
Transport						
Asset 08002 Mitsubishi Truck	75,364	65,062	63,650	63,650	(11,714)	(1,412)
Asset 08003 Mitsubishi Truck	75,364	57,745	63,650	63,650	(11,714)	5,905
Housing	130,000		130,000		-	
	280,728	122,807	257,300	127,300	(23,428)	4,493

By Class of Asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$
Transport						
Asset 08002 Mitsubishi Truck	75,364	65,062	63,650	63,650	(11,714)	(1,412)
Asset 08003 Mitsubishi Truck	75,364	57,745	63,650	63,650	(11,714)	5,905
Housing	130,000		130,000		-	
	280,728	122,807	257,300	127,300	(23,428)	4,493

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2014/15 Adopted Budget \$	June 2015 Actual \$
0	5,905.00
(23,428)	(1,412.00)
<u>(23,428)</u>	<u>4,493.00</u>

SHIRE OF DOWERIN
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

5. INFORMATION ON BORROWINGS
 (a) Debenture Repayments

Particulars	Principal 1-Jul-14	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$
Recreation & Culture									
Loan 97 - Recreation Complex	529,355	0	0	57,181	57,181	472,174 0	472,174	21,428	21,428
Loan 98 - Dowerin Events M'ment		117,000	117,000	10,783	10,869	106,217	106,131	2,139	1,934
	529,355	117,000	117,000	67,964	68,050	578,391	578,305	23,567	23,362

Note:

1. Loan repayment of Loan 97 is to be financed by savings in bowls/tennis surfaces m'te
2. Actual interest repayments include accrued interest adjustments where applicable.
3. Proposed new loan for Recreation Complex may be self funded from Reserve Funds.

(b) New Debentures - 2014/15

Particulars/Purpose	Amount Borrowed		Institution	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
	Budget \$	Actual \$					Budget \$	Actual \$	
Loan 98 - Dowerin Events M'ment	117,000	117,000	WATC	5	-	3.25	117,000	0	-

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

	2014/15 Adopted Budget \$	June 2015 Actual \$
6. RESERVES		
Cash Backed Reserves		
(a) Long Service Leave Reserve		
Opening Balance	130,806	130,806
Amount Set Aside / Transfer to Reserve	14,578	24,618
Amount Used / Transfer from Reserve	0	0
	145,384	155,424
(b) Plant Replacement & Reconditioning Reserve		
Opening Balance	250,893	250,893
Amount Set Aside / Transfer to Reserve	8,781	8,858
Amount Used / Transfer from Reserve	(64,460)	(109,460)
	195,214	150,291
(c) Land & Building Reserve		
Opening Balance	19,285	19,285
Amount Set Aside / Transfer to Reserve	675	681
Amount Used / Transfer from Reserve	0	0
	19,960	19,966
(e) Recreation Facilities Reserve		
Opening Balance	167,826	167,826
Amount Set Aside / Transfer to Reserve	33,874	5,926
Amount Used / Transfer from Reserve	0	0
	201,700	173,752
(f) Community Housing Project Reserve		
Opening Balance	35,356	35,356
Amount Set Aside / Transfer to Reserve	9,456	9,117
Amount Used / Transfer from Reserve	0	0
	44,812	44,473
(g) Community Bus Reserve		
Opening Balance	33,714	33,714
Amount Set Aside / Transfer to Reserve	5,180	5,499
Amount Used / Transfer from Reserve	0	0
	38,894	39,213
(h) Sewerage Asset Preservation Reserve		
Opening Balance	768,243	768,243
Amount Set Aside / Transfer to Reserve	94,034	83,278
Amount Used / Transfer from Reserve	0	0
	862,277	851,521
(i) Economic Development Reserve		
Opening Balance	302,275	302,275
Amount Set Aside / Transfer to Reserve	191,831	10,702
Amount Used / Transfer from Reserve	0	0
	494,106	312,977
(j) Tennis Court Replacement Reserve		

Opening Balance	6,000	6,000
Amount Set Aside / Transfer to Reserve	6,210	6,215
Amount Used / Transfer from Reserve	0	0
	<u>12,210</u>	<u>12,215</u>
(k) Bowling Green Replacement Reserve		
Opening Balance	10,000	10,000
Amount Set Aside / Transfer to Reserve	10,350	30,358
Amount Used / Transfer from Reserve	0	0
	<u>20,350</u>	<u>40,358</u>
(l) All Hours Gym reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>5,000</u>
Total Cash Backed Reserves	<u><u>2,034,907</u></u>	<u><u>1,805,190</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Long Service Leave Reserve	14,578	24,618
Plant Replacement & Reconditioning Reserve	8,781	8,858
Land & Building Reserve	675	681
Recreation Facilities Reserve	33,874	5,926
Community Housing Project Reserve	9,456	9,117
Community Bus Reserve	5,180	5,499
Sewerage Asset Preservation Reserve	94,034	83,278
Economic Development Reserve	191,831	10,702
Tennis Court Replacement Reserve	6,210	6,215
Bowling Club Replacement Reserve	10,350	30,358
	<u>374,969</u>	<u>185,252</u>

Transfers from Reserves

Long Service Leave Reserve	0	0
Plant Replacement & Reconditioning Reserve	(64,460)	(109,460)
Land & Building Reserve	0	0
Recreation Facilities Reserve	0	0
Community Housing Project Reserve	0	0
Community Bus Reserve	0	0
Sewerage Asset Preservation Reserve	0	0
Economic Development Reserve	0	0
Tennis Court Replacement Reserve	0	0
Bowling Green Replacement Reserve	0	0
	<u>(64,460)</u>	<u>(109,460)</u>
Total Transfer to/(from) Reserves	<u><u>310,509</u></u>	<u><u>75,792</u></u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

	2013/14 B/Fwd Per 2014/15 Budget \$	2013/14 B/Fwd Per Financial Report \$	June 2015 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	330,553	330,553	907,190
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	0	1,724,400	1,805,190
Receivables (Budget Purposes Only)	0	0	0
Council Rates Outstanding	25,703	25,703	(3,029)
Sewerage Rates Outstanding	15,438	15,438	26,547
Rubbish Rates Outstanding	11,084	11,084	12,417
Sundry Debtors	75,230	75,230	36,139
Accrued Income	0	0	0
Loans Club/Institutions - Current	0	0	(10,870)
Emergency Services levy	2,755	2,755	11,471
GST Receivable	18,834	18,834	19,077
Provision For Doubtful Debts	0	0	0
Inventories	22,458	22,458	8,391
	502,055	2,226,455	2,812,523
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	0
Sundry Creditors	(54,466)	(105,245)	(30,541)
Excess Rates	(78,504)	(78,504)	(76,737)
Accrued Expenditure	0	0	0
Department Transport	0	0	0
GST Payable	(9,413)	(9,428)	(4,415)
PAYG Payable	0	0	0
Payroll Creditors	(3,480)	(3,480)	(4,996)
FBT Payable	0	0	0
Withholding Tax	0	0	0
Other Payables	(5,253)	(5,253)	(1,814)
Leave Provisions - Current	(198,516)	(198,516)	(198,516)
	(349,632)	(400,426)	(317,019)
NET CURRENT ASSET POSITION	152,423	1,826,029	2,495,504
Less: Cash - Reserves - Restricted	0	(1,724,400)	(1,805,190)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Liabilities Supported by Reserves	130,806	130,806	155,424
Adjustment for Interfund Transfers Imbalance Within Muni	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>283,229</u>	<u>232,435</u>	<u>845,738</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2014/15 Rate Revenue \$	2014/15 Total Revenue \$	2014/15 Budget \$
General Rate						
GRV - Residential	9.491700	135	1,143,584	108,546	108,546	108,546
GRV - Commercial/Industrial	9.491700	19	355,540	33,747	33,747	33,747
GRV - Town Rural	9.491700	10	87,048	8,262	8,262	8,262
GRV - Other Towns	9.491700	1	2,130	202	202	202
UV - Rural Farmland	0.851300	250	101,054,500	860,277	860,277	860,277
Sub-Totals		415	102,642,802	1,011,034	1,011,034	1,011,034
Minimum Rates	Minimum \$					
GRV - Residential	630	47	217,020	29,610	29,610.00	29,610
GRV - Commercial/Industrial	630	15	55,169	9,450	9,450	9,450
GRV - Town Rural	630	17	42,102	10,710	10,710	10,710
GRV - Other Towns	120	18	5,529	2,160	2,160	2,160
UV - Rural Farmland	630	48	2,400,900	30,240	30,240	30,240
UV - Commercial/Industrial	630	4	400	2,520	2,520	2,520
UV - Town Rural	630	3	73,000	1,890	1,890	1,890
UV - Mining Tenement	120	5	10,885	600	600	600
Sub-Totals		157	2,805,005	87,180	87,180	87,180
Specified Area Rates					0	0
					1,098,214	1,098,214
Discounts					0	0
Rates Adjustments					0	0
Movement in Excess Rates					0	0
Totals					1,098,214	1,098,214

All land except exempt land in the Shire of Dowerin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved in the remainder of the Shire.

The general rates detailed above for the 2013/14 financial year have been determined by Council on the basis of raising the revenue to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received other than rates and also bearing in mind the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the Government services/facilities.

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Rental Bonds	4,900	20,360	(20,000)	5,260
Key Deposits	610	0	0	610
Tidy Towns	2,818	0	0	2,818
Dowerin Child care	-295	295	0	0
HACC vehicle	2,025	0	0	2,025
Recreation Steering Comm Fund	27,503	(8,549)	(18,954)	0
Yellow Ribbon	247	0	(247)	0
HACC Fundraising	2,265	244	0	2,509
Centenary Park Committee	2,111	0	(2,111)	0
Building Deposits	5,000	0	0	5,000
AROC Funds	64,198	1,175	(3,825)	61,548
	<u>111,782</u>	<u>13,525</u>	<u>(45,537)</u>	<u>79,770</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

10. OPERATING STATEMENT

	June 2015 Actual	2014/15 Adopted Budget	2013/14 Actual
	\$	\$	\$
OPERATING REVENUES			
Governance	44,496	38,700	58,971
General Purpose Funding	3,254,846	2,551,480	1,845,545
Law, Order, Public Safety	29,364	31,180	38,661
Health	263,622	293,872	310,500
Education and Welfare	93,081	81,653	28,317
Housing	125,559	131,917	116,201
Community Amenities	259,096	218,723	207,095
Recreation and Culture	137,648	68,907	226,162
Transport	675,266	698,614	664,741
Economic Services	114,065	9,339	34,085
Other Property and Services	29,893	14,000	7,832
TOTAL OPERATING REVENUE	5,026,936	4,138,385	3,538,108
OPERATING EXPENSES			
Governance	395,746	328,757	367,425
General Purpose Funding	92,293	96,960	84,364
Law, Order, Public Safety	79,076	99,050	108,568
Health	330,175	346,773	396,275
Education and Welfare	114,683	103,881	78,300
Housing	163,258	177,523	202,589
Community Amenities	311,634	301,177	335,874
Recreation & Culture	722,893	618,694	694,416
Transport	1,396,019	1,422,616	1,574,564
Economic Services	330,752	187,138	224,176
Other Property and Services	12,184	2,997	94,357
TOTAL OPERATING EXPENSE	3,948,713	3,685,564	4,160,909
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,078,223</u>	<u>452,821</u>	<u>(622,800)</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

11. BALANCE SHEET

	June 2015 Actual \$	2013/14 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,712,380	2,054,953
Trade and Other Receivables	91,752	149,044
Inventories	8,391	22,458
TOTAL CURRENT ASSETS	<u>2,812,523</u>	<u>2,226,455</u>
NON-CURRENT ASSETS		
Other Receivables	140,918	23,588
Inventories	0	0
Property, Plant and Equipment	9,178,734	9,227,982
Infrastructure	24,250,145	23,860,532
Work in Progress	0	0
TOTAL NON-CURRENT ASSETS	<u>33,569,797</u>	<u>33,112,102</u>
TOTAL ASSETS	<u>36,382,320</u>	<u>35,338,557</u>
CURRENT LIABILITIES		
Trade and Other Payables	147,289	230,696
Long Term Borrowings	(10,870)	57,181
Provisions	198,516	198,516
TOTAL CURRENT LIABILITIES	<u>334,935</u>	<u>486,393</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	589,175	472,175
Provisions	11,517	11,517
TOTAL NON-CURRENT LIABILITIES	<u>600,692</u>	<u>483,692</u>
TOTAL LIABILITIES	<u>935,627</u>	<u>970,085</u>
NET ASSETS	<u>35,446,693</u>	<u>34,368,472</u>
EQUITY		
Trust Imbalance	0	0
Retained Surplus	29,396,404	28,405,157
Reserves - Cash Backed	1,805,190	1,724,400
Reserves - Asset Revaluation	4,238,915	4,238,915
TOTAL EQUITY	<u>35,440,509</u>	<u>34,368,472</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

12. FINANCIAL RATIOS

	2015 YTD	2014	2013	2012
Current Ratio	5.612	1.67	1.44	1.25

The above ratio is calculated as follows:

Current Ratio	$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
---------------	--

10.3.2 ACCOUNTS FOR PAYMENT – JULY 2015

Date:	13 July 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	List of Accounts July 2015

Background

The attached schedules of cheques drawn and electronic payments that have been raised during the month since the last meeting by delegated authority are presented to Council for approval for payment and ratification at this meeting.

Comment

The list as presented has been reviewed by Chief Executive Officer and has been forwarded to Council to approve payment.

Statutory Implications

Reg 12 & 13 of the Local Government (Financial Management) Regulations 1996 requires that a separate list be prepared each month for adoption by Council showing:

- Creditors to be paid
- payments made from Municipal Fund, Trust Fund and Reserve Fund by Chief Executive Officer under delegated authority from Council

Policy Implications

Nil.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.3.2

THAT THE ACCOUNTS PAID BY CHIEF EXECUTIVE OFFICER BY DELEGATED AUTHORITY SINCE THE JUNE 2015 MEETING OF THE COUNCIL, AS ATTACHED, BE APPROVED IN ACCORDANCE WITH FMR REG 12(3) & 13(3).

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

Chq/EFT	Date	Name	Description	Amount	Contra
S 9	10/06/2015	AUSTRALIAN TAX OFFICE	Payroll deductions	18687.00	
S 50	02/07/2015	PUMA ENERGY	O'Neill - Fuel	1989.32	-18,687.00
2022	10/06/2015	SHIRE OF DOWERIN	Refreshments	163.35	
2023	15/06/2015	AUSTRALIA POST	Postage - Letter Drop	36.60	
2024	22/06/2015	AUSTRALIA POST	Postage Recoup	140.00	
EFT3374	18/06/2015	AVON WASTE	Recycling Rubbish Contract 29/5/15	2306.80	
EFT3375	18/06/2015	AMERY ACRES	Heritage Rail Work for the Dole Rent and	7560.00	
EFT3376	18/06/2015	BOEKEMAN MACHINERY	205L Oil, repairs etc	1953.61	-6,000.00
EFT3377	18/06/2015	BENARA NURSERIES	Plants - Info Bay	515.46	
EFT3378	18/06/2015	CONTRACT AQUATIC SERVICES	Contract Management Off Season	1375.00	
EFT3379	18/06/2015	DOWERIN IGA EXPRESS	Refreshments	691.09	
EFT3380	18/06/2015	DOWERIN ENGINEERING WORKS	Supply & fit jockey wheel - Chipper	609.57	
EFT3381	18/06/2015	DOWERIN TYRE AND EXHAUST	1 x Tyre - HACC Trailer, etc	306.00	
EFT3382	18/06/2015	DOWERIN & DISTRICTS FARM SHED	Boots - outside staff	537.50	
EFT3383	18/06/2015	DOWERIN GOURMET BUTCHERSHOP	Heritage Rail - Refreshments	283.16	-283.16
EFT3384	18/06/2015	DOWERIN ROADHOUSE	Meals on Wheels - May 15	414.49	-414.49
EFT3385	18/06/2015	EASTERN HILLS SAWS & MOWERS	Oil Filters	54.00	
EFT3386	18/06/2015	JK WILLIAMS & CO	Screwdriver, Circ Saw Blade, Weathershield Paint, Oxide Paint, Nuts & Bolts, Washers, Jerry Can, Outboard Oil	1641.87	
EFT3387	18/06/2015	DE METCALF	Reimb Conference Expenses	1185.00	
EFT3388	18/06/2015	5Rivers Plumbing & Gas	Replace Camlock Fitting - Oval, etc	5170.09	
EFT3389	18/06/2015	WESTRAC EQUIPMENT	Repairs to Grader - D010	5044.90	
EFT3390	18/06/2015	REBECCA WINDSOR	Gym Inductions - 10/6/15 & 11/6/15	80.00	
EFT3391	19/06/2015	BORAL CONSTRUCTION MATERIALS	Emulsion	992.20	-80.00
EFT3392	19/06/2015	Mrs Shannon Brookes	Council Meeting Fee - Brookes	555.00	
EFT3393	19/06/2015	COMMERCIAL HOTEL DOWERIN	Accommodation & Meals - Max Employment	737.00	-737.00
EFT3394	19/06/2015	COUNTRY COPIERS	Photocopier Service	2153.49	
EFT3395	19/06/2015	CUTTING EDGES PTY LTD	Grader Blades	3780.26	
EFT3396	19/06/2015	ENERGY AND WATER OMBUDSMAN	Annual Levy	55.02	
EFT3397	19/06/2015	DARREL PETER HUDSON	Council Meeting Fee - Hudson	740.00	
EFT3398	19/06/2015	HOLBERTON EARTHMOVING	Hire Loader - Heritage Rail	3987.50	-3,987.50
EFT3399	19/06/2015	TRACEY A JONES	Council Meeting Fee - Jones	740.00	
EFT3400	19/06/2015	DE METCALF	Presidents Fees	2750.00	
EFT3401	19/06/2015	5Rivers Plumbing & Gas	Repair Shower Taps & Hose Tap s - 12 Cottrell Street	250.25	
EFT3402	19/06/2015	G RALPH	Council Meeting Fees - Ralph	1115.00	
EFT3403	19/06/2015	THE TME MANAGEMENT EDGE	Tuition Fee -- Heritage Rail	3600.00	-3,600.00
EFT3404	26/06/2015	AVON WASTE	Recycling Rubbish Contract F/Ending 12/6/2015	2306.80	
EFT3405	26/06/2015	BYFIELDS	Interim Audit	4895.00	
EFT3406	26/06/2015	B T EQUIPMENT	2750 hr Service - Skid Steer	1381.78	
EFT3407	26/06/2015	Building & Health Survey Services	EHO Contract - June 2015	4170.54	
EFT3408	26/06/2015	Centre for Excellence in Rail Training	Training - Supervisor for Turnout Construction	6160.00	-6,160.00
EFT3410	26/06/2015	DOWERIN CRC	Customer Service Training - Begley	70.00	
EFT3411	26/06/2015	DOWERIN GOURMET BUTCHERSHOP	Heritage Rail - Refreshments	180.40	-180.40

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

EFT3412	26/06/2015	JOELECTRICS	Install Power Point for Gas HWS - 19 Cottrell Street	193.96	
EFT3413	26/06/2015	LINQAGE INTERNATIONAL	Expenses for airfare - Roy Scott (Heritage Rail)	717.00	-717.00
EFT3414	26/06/2015	NAUGHTY BUGS PEST CONTROL	Street Trees - Termite Treatment	55.00	
EFT3415	26/06/2015	5Rivers Plumbing & Gas	Replace Hot Water Unit - 19 Cottrell Street, etc	2612.67	
EFT3416	26/06/2015	REBECCA WINDSOR	Gym Induction - 18/6/15	20.00	-20.00
EFT3417	30/06/2015	DOWERIN CRC	Répairs to Lights - CRC	307.60	
EFT3418	30/06/2015	Force Towers	Hire EWP	971.19	
EFT3419	30/06/2015	Gym Care	Repairs to cross trainer	569.25	-569.25
EFT3420	30/06/2015	SURGICAL HOUSE	Medical Supplies	94.62	
EFT3421	30/06/2015	SHIRE OF TOODYAY	AROC Admin Expenses	8250.00	-8,250.00
EFT3422	30/06/2015	HOLBERTON EARTHMOVING	Winter Grading & Rolling	20584.87	
EFT3423	03/07/2015	ALL OVER WALLS & CEILINGS	Repair Water Damage to Kitchen Ceiling	407.00	
EFT3424	03/07/2015	BOYA EQUIPMENT PTY LTD	Blade & Pivot Assembly	227.04	
EFT3425	03/07/2015	DOWERIN IGA EXPRESS	Refreshments	22.54	
EFT3426	03/07/2015	DOWERIN BAKERY AND NEWS	Newspapers	88.38	
EFT3427	03/07/2015	DOWERIN TYRE AND EXHAUST	2 x Tyres	480.00	
EFT3428	03/07/2015	ALEX EADES	Electronics	416.90	
EFT3429	03/07/2015	FIRE AND SAFETY WA	Fire Nozzle	718.47	-718.47
EFT3430	03/07/2015	GECZ WALGA	Annual Subscription 2015/2016	4675.00	
EFT3431	03/07/2015	JK WILLIAMS & CO	Replace Air Conditioning Ducts	7253.85	
EFT3432	03/07/2015	IXOM OPERATIONS PTY LTD	Chlorine Service Fee - 01.06.15 to 30.06.2015	81.84	
EFT3433	03/07/2015	OCLC	AMLIB Annual Maintenance Fee - Library	1460.14	
EFT3434	03/07/2015	R B MOTORS PTY LTD	135,000km Service	446.50	
EFT3435	03/07/2015	IT VISION	Annual License Fee	21704.10	
EFT3436	14/07/2015	BOEKEMAN MACHINERY	Remove Step - Bus	93.50	
EFT3437	14/07/2015	BOC LIMITED	Gas Rental - Oxygen	241.92	
EFT3438	14/07/2015	CARR'S MECHANICAL REPAIRS	Inspect Road Sweeper	212.30	
EFT3439	14/07/2015	CANON FINANCE AUSTRALIA PTY LTD	Balance of Contract	1.10	
EFT3440	14/07/2015	DOWERIN ENGINEERING WORKS	Make up plant trailer	16466.50	
EFT3441	14/07/2015	DOWERIN CRC	Advertising	49.50	
EFT3442	14/07/2015	DOWERIN & DISTRICTS FARM SHED	Camlock Fitting	107.20	
EFT3443	14/07/2015	DOWERIN GOURMET BUTCHERSHOP	Refreshments - B. Lambert Retirement	107.90	
EFT3444	14/07/2015	DOWERIN ROADHOUSE	Refreshments	366.00	
EFT3445	14/07/2015	Great Southern Fuel Supplies	14,000 litres Diesel Fuel	18196.64	
EFT3446	14/07/2015	JR & A HERSEY	Funnels, Breaker Bar, Long Arm, Tape, Cable Ties, CRC, Ratchet, Screw, Bolts, Washers, Split Pins, Sockets	1542.06	
EFT3447	14/07/2015	HUMES	Culvert Pipes - Jones Street	1848.00	
EFT3448	14/07/2015	LGIS INSURANCE BROKING	Workcare Insurance	65698.27	
EFT3449	14/07/2015	C KAY - RURAL CINEMA	Movie Screening	500.00	
EFT3450	14/07/2015	LG SUPERVISOR ASSOC	Conference - 13-14 August 2015	845.00	
EFT3451	14/07/2015	LGIS RISK MANAGEMENT	Staff Training - Smith, King, Maxwell	696.66	
EFT3452	14/07/2015	LGIS INSURANCE BROKING	Management Liability Insurance	31232.16	
EFT3453	14/07/2015	5Rivers Plumbing & Gas	Fit valve to Imhoff tank	2048.81	-2,048.81
EFT3454	14/07/2015	TRANSAIR	Install Two-way Radios	2612.47	

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

EFT3455	14/07/2015	TELLY'S AUTO ELECTRICAL	Fit electric brakes	1536.05	
EFT3456	14/07/2015	RALPH THAXTER	Check carburettor	104.80	
EFT3457	14/07/2015	WESFARMERS KLEENHEAT GAS	LPG Bulk Tank	317.04	
EFT3458	14/07/2015	IT VISION USER GROUP	Subs	715.00	
EFT3459	14/07/2015	WESTRAC EQUIPMENT	Repair Compressor - D010	4443.58	
EFT3460	14/07/2015	WATC	Gfee Jun15	30.86	
9963	18/06/2015	CHILD SUPPORT AGENCY	Payroll deductions	352.64	
9964	18/06/2015	COURIER AUSTRALIA	Freight - Library	37.42	
9965	18/06/2015	DOWERIN P&C ASSOCIATION	Recycling at School and Anzac Breakfast	2200.00	
9966	18/06/2015	SYNERGY	Lighting of streets	2256.50	
9967	18/06/2015	WATER CORPORATION	Water Usage	628.77	
9968	18/06/2015	WA COUNTRY CHEMIST	Flu Injection - T Dyke	20.00	
9969	19/06/2015	W E COOTE	Council Meeting Fee - Coote	925.00	
9970	19/06/2015	LG HAGBOOM	Council Meeting Fee - Hagboom	555.00	
9971	19/06/2015	LGRCEU	Payroll deductions	38.80	
9972	19/06/2015	WORKWEAR GROUP PTY LTD	Clothing - Begley	1301.20	
9973	19/06/2015	TW QUARTERMAINE	Council Meeting Fee - Quartermaine	740.00	
9974	19/06/2015	WATER CORPORATION	Water Usage	8869.91	
9975	19/06/2015	WESTNET PTY LTD	Internet	163.89	
9976	26/06/2015	COURIER AUSTRALIA	Freight - Library	28.60	
9977	26/06/2015	ACMA	Two Way Licence	110.00	
9978	26/06/2015	PERFECT COMPUTER SOLUTIONS	Found UPS was Faulty, Upgrade Synergy	552.50	
9980	26/06/2015	TELSTRA	Telephone Charges	1153.29	
9981	03/07/2015	JASON SIGNMAKERS	Signs	574.20	
9982	03/07/2015	TELSTRA	Telephone Charges	812.75	
9983	03/07/2015	SHIRE OF WONGAN-BALLIDU	Animal Control 1/3/15 to 26/6/15	528.64	
9984	14/07/2015	COURIER AUSTRALIA	Freight	34.31	
9985	14/07/2015	W E & J M COOTE	Repairs to 58 Stacy Street	110.00	
9986	14/07/2015	SYNERGY	Lighting of Streets	2331.75	
DD8751.1	06/05/2015	CHILDCARE SUPER	Superannuation contributions	46.73	-46.73
DD8817.1	17/06/2015	WA SUPER	Payroll deductions	3236.95	-3,236.95
DD8817.2	17/06/2015	CHILDCARE SUPER	Superannuation contributions	64.79	-64.79
DD8817.3	17/06/2015	CONCEPT ONE SUPER	Superannuation contributions	67.76	-67.76
DD8817.4	17/06/2015	AUSTRALIAN CATHOLIC SUPER	Superannuation contributions	30.63	-30.63
DD8817.5	17/06/2015	FIDUCIAN PORTFOLIO SERVICES	Superannuation contributions	45.62	-45.62
DD8817.6	17/06/2015	MLC NOMINEES PTY LTD	Superannuation contributions	396.89	-396.89
DD8817.7	17/06/2015	AMP Life Limited	Superannuation contributions	134.62	-134.62
DD8817.8	17/06/2015	The S W Flavel Super Fund	Superannuation contributions	109.94	-109.94
DD8817.9	17/06/2015	NAB SUPERANNUATION FUND A	Superannuation contributions	214.84	-214.84
DD8833.1	01/07/2015	WA SUPER	Payroll deductions	3386.05	-3,386.05
DD8833.2	01/07/2015	CHILDCARE SUPER	Superannuation contributions	98.03	-98.03
DD8833.3	01/07/2015	AUSTRALIAN CATHOLIC SUPER	Superannuation contributions	23.23	-23.23
DD8833.4	01/07/2015	FIDUCIAN PORTFOLIO SERVICES	Superannuation contributions	35.94	-35.94
DD8833.5	01/07/2015	CONCEPT ONE SUPER	Superannuation contributions	54.56	-54.56
DD8833.6	01/07/2015	MLC NOMINEES PTY LTD	Superannuation contributions	410.71	-410.71

ORDINARY MEETING OF COUNCIL AGENDA – 21 JULY 2015

DD8833.7	01/07/2015	AMP Life Limited	Superannuation contributions	121.80	
DD8833.8	01/07/2015	The S W Flavel Super Fund	Superannuation contributions	109.94	-121.80
DD8833.9	01/07/2015	NAB SUPERANNUATION FUND A	Superannuation contributions	101.15	-109.94
DD8817.10	17/06/2015	CBUS	Superannuation contributions	250.03	-101.15
DD8817.11	17/06/2015	PRIME SUPER	Superannuation contributions	89.38	-250.03
DD8817.12	17/06/2015	HEALTH EMPLOYEES SUPER	Superannuation contributions	110.13	-89.38
DD8817.13	17/06/2015	HOSTPLUS	Superannuation contributions	71.98	-110.13
DD8833.10	01/07/2015	CBUS	Superannuation contributions	204.91	-71.98
DD8833.11	01/07/2015	PRIME SUPER	Superannuation contributions	167.94	-204.91
DD8833.12	01/07/2015	HEALTH EMPLOYEES SUPER	Superannuation contributions	134.82	-167.94
DD8833.13	01/07/2015	HOSTPLUS	Superannuation contributions	54.13	-134.82
Batch 1126	17/06/2015	SHIRE OF DOWERIN	Payroll F/Ending 17/06/2015	39942.82	-54.13
Batch 656	01/07/2015	SHIRE OF DOWERIN	Payroll F/Ending 01/07/2015	42196.82	
				429974.60	-62226.58

10.3.3 BUDGET 2015/2016

Date: 10 July 2015
Applicant: N/A
Location: Shire of Dowerin
File Ref: ADM
Disclosure of Interest: Nil
Author: Dacre Alcock

Summary

Council to consider adopting the Shire of Dowerin 2015/16 Budget.

Background

The purpose of this report is to present the 2015-16 Budget in statutory format to Council for adoption incorporating the draft budget meeting changes. The 2015-16 Budget has been provided as a separate attachment.

Comment

The 2015-16 Budget has been prepared based on direction from the draft budget review and various requests from Council during the year.

The budget incorporates all of the essential services and again provides for a strengthening of Council financial cash reserves.

The budget provides for an increase in general rate revenue of 4% as agreed to by Council at the draft budget meeting held 1st July 2015.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

As required by Part 3 of LGFM Regs and Sec 6.2 of the Local Government Act 1995.

Strategic Implications

Nil

Voting Requirements

Motion by absolute majority required to adopt the 2015-16 Budget.

OFFICER RECOMMENDATION – ITEM 10.3.3

THAT COUNCIL ADOPTS THE 2015-16 BUDGET INCORPORATING THE FOLLOWING IMPOSITIONS:

1.	GENERAL RATE IN DOLLAR – UV	0.8897 cents
2.	GENERAL RATE IN DOLLAR – GRV	9.8714 cents
3.	MINIMUM RATES:	
	RURAL FARMLAND	\$660.00
	RESIDENTIAL	\$660.00
	COMMERCIAL	\$660.00
	TOWN RURAL	\$660.00
	OTHER TOWNS	\$125.00
	MINING TENEMENT	\$125.00
4.	SEWERAGE RATES:	
	GENERAL RATE IN DOLLAR – GRV	6.421 cents/\$
	MINIMUM RATES:	
	RESIDENTIAL	\$330.00
	COMMERCIAL	\$680.00
	VACANT LAND	\$330.00
	GOVERNMENT	\$680.00
	FIXTURES FEE:	
	1ST FIXTURE	\$220.00
	OTHER FIXTURES	\$100.00
5.	RUBBISH CHARGES	
	FIRST WEEKLY SERVICE	\$150.00
	RECYCLING FEE	\$150.00
	EXTRA WEEKLY SERVICE (GST)	\$150.00
	MINNIVALE SERVICE	\$150.00
6.	RATE INSTALMENT FEE	\$4.00
7.	INTEREST ON INSTALMENT RATES	5.5%
8.	INTEREST ON OVERDUE RATES	11.0%
9.	COUNCILLOR FEES	
	COUNCILLOR MEETING FEE	\$185
	PRESIDENTS MEETING FEE	\$250
	PRESIDENTS ALLOWANCE	\$3,000
	DEPUTY PRESIDENTS ALLOWANCE	\$750

10.3.4 SALE OF LOT 7 STACY STREET, DOWERIN

Date:	13 July 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Letter from M and A Boase and location map.

Summary

Council is to consider an offer from Max and Annette Boase to purchase the residence at Lot 7 Stacy Street, Dowerin and the adjoining land to the east of the residence. (A map has been included as an attachment).

Background

The property at Lot 7 Stacy Street was originally by the Dowerin Bowling and Amenities Club with the ownership recently transferred to the Shire of Dowerin as part of the contribution to the Dowerin Community Club and new bowling greens.

This property was included for sale in the 2014/15 Budget and has been included in the 2015/16 Draft Budget.

Comment

Mr. Boase has previously indicated his interest in purchasing the property provided the vacant land to the east of the residence through to Lot 25 Stacy Street was included in the sale. This will approximately make the new block 3200m². This would create a very large residential block, but such a lot would not be out of place in that part of town as the properties to the south and east are significantly larger.

A surveyor would need to be contracted to process the change in boundaries.

If Council is in favor of selling Lot 7 Stacy Street, Dowerin to Mr Boase, section 3.58 of the Local Government Act needs to be followed.

Council needs to give local public notice of the proposed sale of Lot 7 Stacy Street to Max and Annette Boase for the sum of \$150,000 and invites submissions on the proposal. Council would then consider any submissions received at the next ordinary meeting council and make a decision on the disposition of Lot 7 Stacy Street, Dowerin.

Consultation

Max Boase.

Financial Implication

The 2015/16 Draft Budget provides for the proceeds of Lot 7 Stacy Street, Dowerin be placed in the Economic Development Reserve.

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Section 3.58. Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
 - (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or

- (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
- (d) any other disposition that is excluded by regulations from the application of this section.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.3.4

THAT COUNCIL GIVES TWO WEEKS LOCAL PUBLIC NOTICE OF THE PROPOSED SALE OF LOT 7 STACY STREET TO MAX AND ANNETTE BOASE FOR THE SUM OF \$150,000 AND INVITES SUBMISSIONS ON THE PROPOSED DISPOSITION OF LOT 7 STACY STREET, DOWERIN.

54 Stacy Street
Dowerin W.A. 6461

27th June 1915

Mr D.Alcock CEO
Dowerin Shire Council
Dowerin W.A. 6461

Dear Sir,

With reference to the property in 54 Stacy Street, Dowerin which we are currently renting.

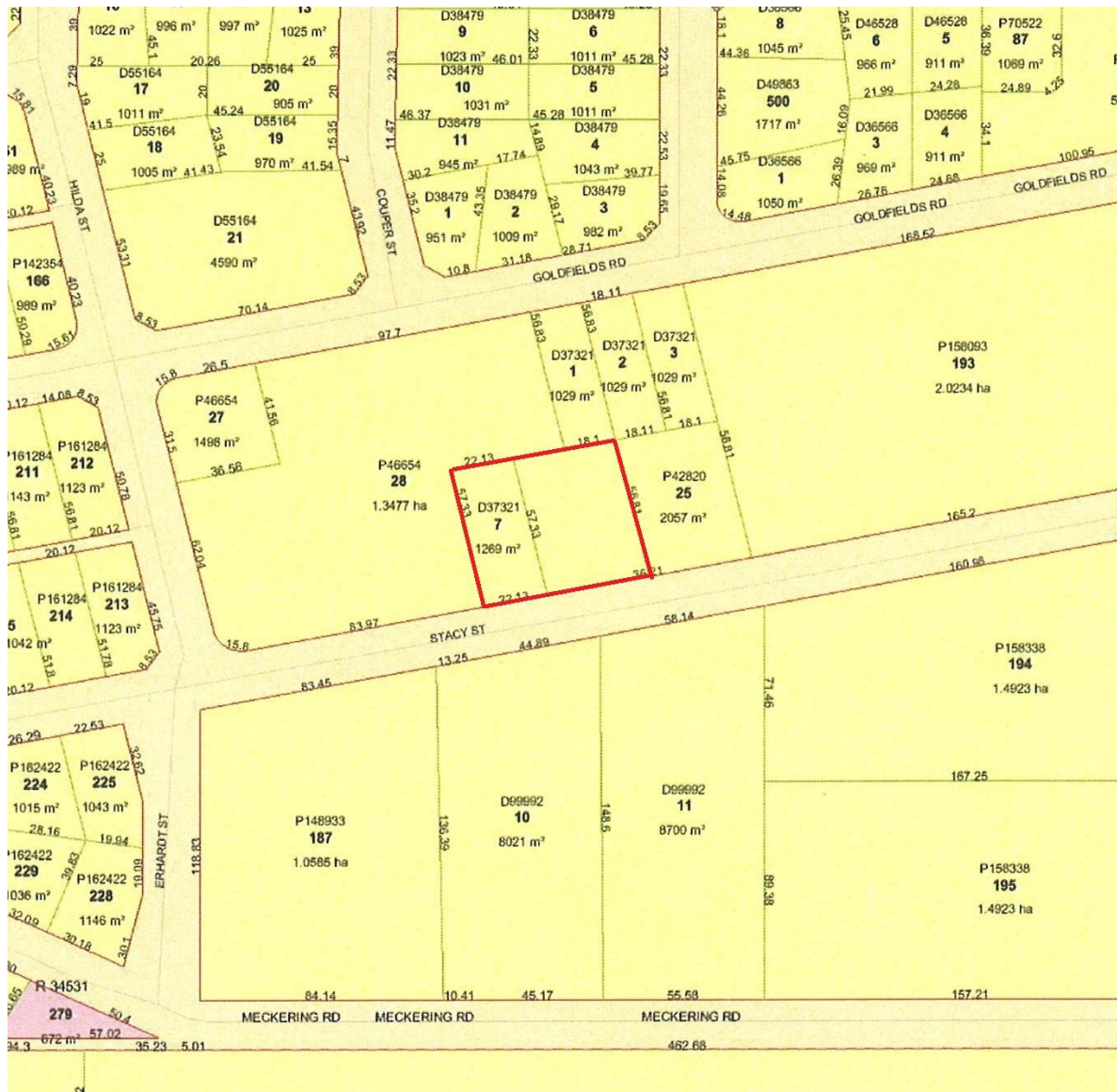
We wish to make an offer of \$150,000 (one hundred and fifty thousand dollars) to purchase this property consisting of the house and land as well as the block adjoining to the east.

We look forward to hearing from you.

Yours faithfully,

Max and Annette Boase.

Max Boase *A. Boase*



10.4 WORKS AND SERVICES REPORT**10.4.1 CHANGE OVER OF CAT 120M GRADER**

Date: 8 July 2015
 Applicant: N/A
 Location: N/A
 File Ref: ADM 0272
 Disclosure of Interest: Nil
 Author: Steve Geerdink

Summary

This report recommends that Council accept a WALGA e-quote from Westrac for a new 120M CAT grader.

Background

In June 2015 Council obtained e-quotes through WALGA for the replacement of Councils 120M CAT grader as part of Councils 2015-16 plant replacement.

Comment

Councils plant replacement program for 2015-16 included the changeover of the CAT 120M maintenance grader.

The current machine was purchased in 2008 and up until the last 18 months has been a very reliable machine, however in the last 18 months it has suffered many electrical problems (technology) which has led to substantial repair costs.

The changeover of this machine has been included in the 2015-16 Draft Budget.

MACHINE	PURCHASE GST EX	TRADE GST EX	CHANGEOVER GST EX
CAT 120M	\$316,410.00	\$132,000.00	\$184,410.00
CAT 12M	\$342,840.00	\$132,000.00	\$210,840.00
VOLVO G930	\$290,000.00	\$115,000.00	\$175,000.00
KOMATSU GD555-5	\$315,000.00	\$110,000.00	\$205,000.00
JOHN DEERE 670G	\$320,000.00	\$100,000.00	\$220,000.00
JOHN DEERE 670GP	\$345,00.00	\$100,000.00	\$245,000.00

Currently all Councils CAT machinery use the same oil and fuel filters which assists in purchasing and leading to easier 250hr servicing for operators and for ordering of these parts.

Financial Implications

The cost to changeover Councils 120M CAT grader has been included in 2015-16 Draft Budget.

Public Consultation

CEO

Policy Implications

Councils plant replacement program

Statutory Implications

Local Government Act 1995

WALGA preferred supplier's list and e-quote system

Strategic Implications

Nil.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.4.1

THAT COUNCIL ACCEPT E-QUOTE FROM WESTRAC FOR CHANGEOVER OF COUNCILS CURRENT 120M GRADER FOR NEW 120M GRADER AT A COST OF \$184,410.00 GST EX.

11. NEW BUSINESS OF AN URGENT NATURE

12. ELECTED MEMBERS MOTIONS

13. CONFIDENTIAL ITEMS

13.1.1 CEO PERFORMANCE REVIEW

Date: 13 July 2015
Applicant: Dacre Alcock
Location: Shire of Dowerin
File Ref: ADM
Disclosure of Interest: Dacre Alcock
Author: Dacre Alcock

Summary

Report recommends that Council carry out the annual performance review of the Chief Executive Officer

Background

Council resolved at the June 2015 Council Meeting to carry out the annual performance review of the Chief Executive Officer at the July 2015 Council Meeting.

Comment

The CEO review has been conducted by full Council in the past with each Councillor provided with a review form for use prior to conducting a consolidated review. The review form has been provided as a separate attachment at the June 2014 Council Meeting.

As agreed to commence the process, the CEO will prepare and present to Council a self-assessment of his performance. A copy of the agreed review form will be provided to the President. The self-assessment together with salary review proposal will be presented at the meeting.

Consultation

Nil

Financial Implications

Council is required to review annually the remuneration of the CEO.

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

5.38. Annual review of certain employees' performances

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

Contract of Employment – Dacre John Alcock

Council will ensure that a review of the CEO's performance is conducted annually or more frequently if the Council or the CEO perceives there is a need to do so.

The Council shall give the CEO a minimum of ten working days' notice in writing that a performance review is to be conducted to enable the CEO sufficient time to prepare.

Where an external facilitator is to be used, both parties must agree to the nominated facilitator.

The CEO will prepare and submit to the council and/or facilitator an assessment of his/her own performance prior to the assessment by council.

The final report on the performance of the CEO is to be forwarded to council for consideration to either accept or reject the report.

Strategic Implications

Nil

Voting Requirements

Simple majority

OFFICER RECOMMENDATION – ITEM 13.1

THAT COUNCIL COMPLETES THE CHIEF EXECUTIVES OFFICER ANNUAL PERFORMANCE REVIEW.

14. CLOSURE OF MEETING



INFORMATION

REPORT

21 JULY 2015

1. CHIEF EXECUTIVE OFFICER INFORMATION REPORT

1.1 MAIN ROADS WA – TOWN SITE SPEED ZONES

Main Roads WA have responded to my request for the speed zones on the eastern end of Goldfields Road be amended and for the school speed zones to also be amended. Main Roads WA response was no to both requests and I have included their letter as an attachment. I have written back to Main Roads pointing out my disappointment in their decision and requested an onsite meeting with the officer responsible for speed zones in the Wheatbelt. I have forwarded my correspondence to Mia Davies, Member for Wheatbelt.

I have also attached a map outlining the speed zones that surround the Dowerin town site. I will be meeting with Main Roads WA's Gren Putland onsite in the next week or so.

1.2 REMOVAL OF NATIVE VEGETATION ON THE ROAD RESERVE OF NAMBLING SOUTH ROAD

Department of Environment and Regulation has found the Shire of Dowerin in breach of Section 51 C of the EP Act as the clearing was considered beyond what is permitted under the exemption for maintenance of an existing transport corridor.

While I disagree with the DER's findings on this matter I am not going to take it any further, however I have requested to meet with them onsite to find out what the Shire of Dowerin did wrong.

1.3 ERA WATER LICENSE

The Treasurer has directed the Economic Regulation Authority to give an exemption for local governments providing non-potable water services to fewer than 1,000 connections from licence fees imposed by the *Economic Regulation Authority (Licensing Funding) Regulations 2014 (Funding Regulations)*. This is great news now they just need to give an exemption to doing the 3 year water licence reviews.

1.4 HACC HOME MAINTENANCE/GARDENER

I have employed Allan Savage as Dowerin HACC's Home maintenance/Gardener. Allan is the father of Jarrad Savage – local police constable. Allan has been employed on a full time basis and will work with the parks and gardens team when not required by Dowerin HACC. Allan has moved into the residence at 43 Stacy Street (Irvine's block) – this is a temporary arrangement until he finds a place to buy.

1.5 WYALKATCHEM DOCTOR

I have recently met with Wyalkatchem Doctor, Dr Emmanuel Awogun to discuss the possibility of him providing a doctor service in Dowerin. I showed him the consulting room at the HACC building, which I have offered him to use free of charge. When we got down to the business end of the discussion he asked me what the Shire of Dowerin was going to contribute money wise to him providing the doctor service. My response was that Council's only financial contribution would be the free use of the consulting rooms and facilities at the HACC Building (phone and ADSL) and that Council would not be subsidising his services with a cash payment. On leaving he said he would get back to me regarding his decision on providing a doctor service in Dowerin – at the time of writing this I have yet to hear from him.

1.6 COUNCIL ELECTIONS 2015

I have included the 2015 Council election timetable as an attachment. Nominations open on Thursday 3rd September 2015 and close on Tuesday 10th September 2015. If nominations exceed positions available an election will be held on Saturday 17th October 2015.



Enquiries: Elizabeth Davies on 9622 4703
Our Ref: 01/462-02
Your Ref: ADM0112 DJA 06/15

26 June 2015

Mr D Alcock
Chief Executive Officer
Shire of Dowerin
PO Box 111
DOWERIN WA 6461

Dear Dacre,

SPEED SIGNAGE ON GOLDFIELDS ROAD / GOOMALLING MERREDIN ROAD

Thank you for your letter of 19 June 2015 requesting that Main Roads reassess the speed signage on Goldfields Road / Goomalling Merredin Road, Dowerin.

Main Roads Western Australia, Wheatbelt Region has assessed relocating the 60 – 90 kilometre an hour speed signage located East of the Norris Road intersection to East of the Jones Street intersection on several previous occasions at Councils request.

The roadside environment does not sustain a recommendation to the Executive Director of Network Services to extend the 60 kilometre an hour speed zone at this time.

Should any further development occur which would meet the criteria set out in Main Roads Policy and Application Guidelines for Speed Zoning, please let us know and another assessment will be undertaken.

With regards to changing the school speed zoning for the Dowerin District High School, Main Roads will consider extension of the “school zone” after the shire has further developed a designated pick up/drop off area (as prescribed in the warrant for school zoning) on Memorial Avenue. This will ensure that Main Roads Policy and Guidelines are met and consistency within the State.

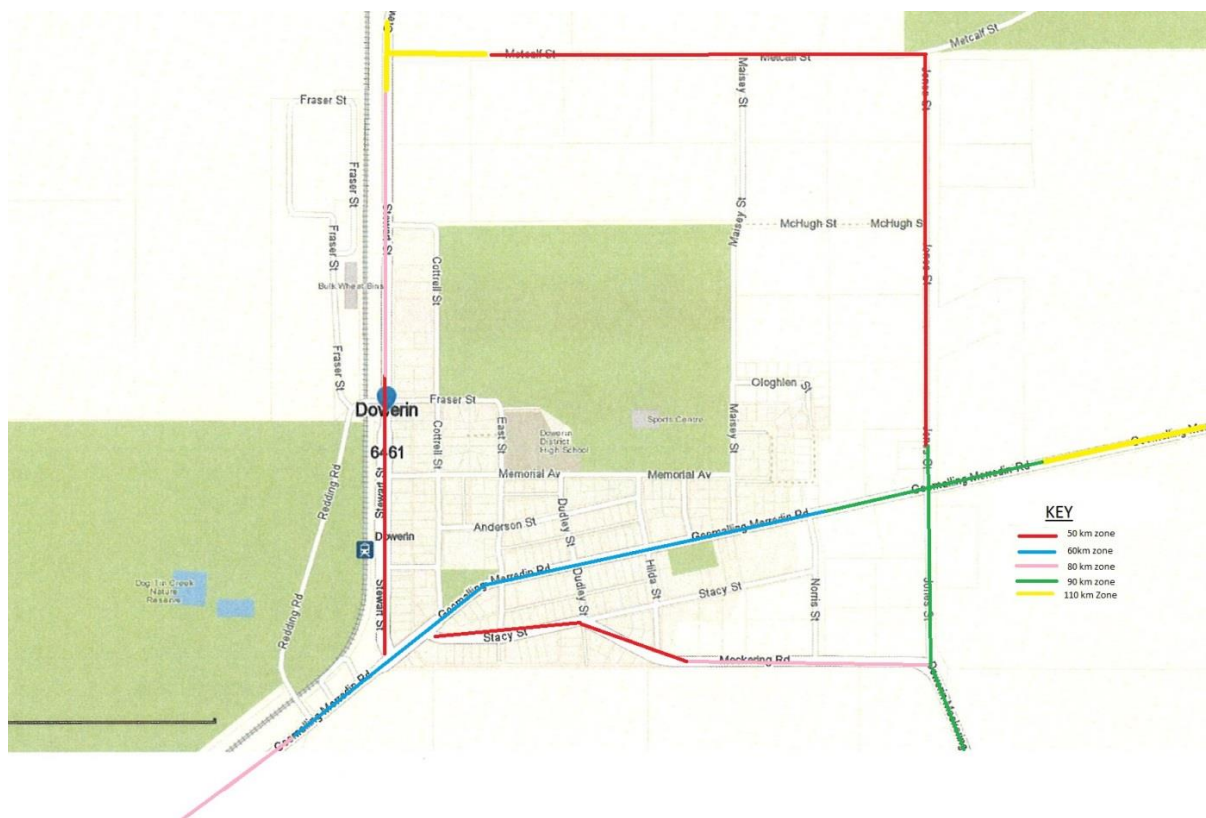
For any sign that serves a regulatory function to be relocated, an application from this office has to be sent to the Executive Director Network Services and assessed by that office. If warrants are not met then the Executive Director may decide that said sign may not be required at all or stays in place etc. in which case the region has no option other than to abide by that decision.

Yours sincerely,

Robert Seager
A/NETWORK OPERATIONS MANAGER, WHEATBELT REGION

Main Roads Western Australia
Northam Office: PO Box 333, Northam WA 6401
Narrogin Office: PO Box 194, Narrogin WA 6312

mainroads.wa.gov.au
wheatbelt@mainroads.wa.gov.au
Northam: 08 9622 4777 | Narrogin: 08 9881 0503





Government of Western Australia
Department of Environment Regulation

Our ref ICMS 30618
Enquiries Mal Wright
Phone 6467 5049
Fax
Email Malcolm.wright@der.wa.gov.au

Mr Dacre Alcock
Chief Executive Officer
Shire of Dowerin
PO Box 111
DOWERINI WA 6461

REMOVAL OF NATIVE VEGETATION ON THE ROAD RESERVE OF NAMBLING SOUTH ROAD UCARTY

Dear Mr Alcock

The Department of Environment Regulation has completed its investigation into the clearing of native vegetation in the road reserve of Nambling South Road Ucarty.

The clearing of native vegetation in Western Australia is regulated under the provisions of the *Environmental Protection Act 1986 (EP Act)* and its associated regulations the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (the Regulations)*. The EP Act provides that clearing can only be lawfully undertaken where a permit has been granted authorising the clearing or the clearing is for a purpose exempt from the requirement for a clearing permit.

Regulation (5) item (22) of the Regulations provides an exemption from the requirement for a clearing permit for clearing where clearing is for the purpose of maintaining an existing transport corridors, the exemption requires that such clearing is consistent with the requirements of Schedule (2) of the Regulations.

Nambling South Road, between Sanders Road and the Shire of Cunderdin boundary, was inspected by Department of Environment Regulation inspectors on 11 February 2015. The inspection revealed that while some of the clearing may have been exempt under the regulation (5) item (22) exemption, the majority was in excess of that allowed by the exemption with mature trees up to 6 metres from the road having been cleared.

As the clearing carried out in this instance was not subject of a clearing permit and was beyond that which is permitted under the exemption for maintenance of existing transport corridors, it is therefore unauthorised and constitutes a breach of section 51C of the EP Act.

In this instance the Department of Environment Regulation does not intend to take action, however you are advised that any further clearing of native vegetation must comply with the clearing provisions of the EP Act and its associated regulations.

Guides and Fact Sheets regarding clearing of native vegetation area available on the DER website at <http://www.der.wa.gov.au/your-environment/native-vegetation>

The Atrium, 168 St Georges Terrace, Perth WA 6000
Phone (08) 6467 5000 Fax (08) 6467 5562
Postal Address: Locked Bag 33, Cloisters Square, Perth WA 6850
www.der.wa.gov.au

If you have any queries regarding this matter please contact Senior Investigator Mal Wright on 6467 5049.

Yours Sincerely

A handwritten signature in black ink, appearing to be 'A. Bite', written in a cursive style.

Alex Bite
Senior Manager, Investigation
Environmental Enforcement

1 July 2015

INFORMATION REPORT



Government of Western Australia
Department of Local Government and Communities

Elections Timetable

Local Government Ordinary and Other Elections

2015 Ordinary Election Date: 17/10/2015

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date	
273 to 92	If an elected member's office becomes vacant on or between these days, the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled until the ordinary election.	LGA s4.16(4) LGA s4.17(2)	Sat to Fri	17/01/2015 to 17/07/2015	
91	If an elected member's office becomes vacant on or after this day the vacancy will remain unfilled until the ordinary election.	LGA s4.16(2)(3) LGA s4.17(1)	Sat	18/07/2015	
80	Last day for local governments to gain agreement from the Electoral Commissioner to conduct the election (compulsory if intent is to hold a postal election).	LGA s4.20 (2)(3)(4) LGA s4.61 (2)(4)	Wed	29/07/2015	
80	A decision for the Electoral Commissioner to conduct the election cannot be rescinded after this day.	LGA s4.20(6) LGA s4.61(5)	Wed	29/07/2015	
70 to 56	Between these days, the CEO of the local government is to give Statewide public notice of the closing date and time for elector enrolments.	LGA s4.39(2)	Sat to Sat	8/08/2015 to 22/08/2015	
56	Last day for the local government's CEO to advise the Electoral Commissioner of the need to prepare an updated residents roll.	LGA s4.40(1)	Sat	22/08/2015	
Close of Rolls	56	Advertising may begin for council nominations from 56 days, and no later than 45 days, before election day.	LGA s4.47(1)	Sat	22/08/2015
	50	Close of Rolls – 5.00pm	LGA 4.39(1)	Fri	28/08/2015
Nominations Open	45	Last day for advertisement to be placed calling for council nominations.	LGA s4.47(1)	Wed	2/09/2015
	44	Nominations Open First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	LGA s4.49(a)	Thu	3/09/2015
Close of Nominations	38	If a candidate's nomination is withdrawn not later than 4.00pm on this day, the candidate's deposit is to be refunded.	LGA s4.50 Reg. 27(5)	Wed	9/09/2015
	37	Close of Nominations – 4.00pm	LGA 4.49(a)	Thu	10/09/2015
	36	Last day for the Electoral Commissioner to prepare an updated residents roll for the election. Last day for the local government's CEO to prepare an owners and occupiers roll.	LGA s4.40(2) LGA s4.41(1)	Fri	11/09/2015
Election Day	36	Returning Officer to give Statewide public notice of the election as soon as practicable but no later than 19 days before election day.	LGA s4.64(1)	As soon as practicable	
	22	The preparation of any consolidated roll (combined roll of residents, owners and occupiers) under regulation 18(1) is to be completed on or before this day.	LGA s4.38(1) Reg. 18(1)(2)	Fri	25/09/2015
	19	Last day for the Returning Officer to give Statewide public notice of the election.	LGA s4.64(1)	Mon	28/09/2015
	4	Close of absent voting and close of postal vote applications for 'voting in person' elections – 4.00pm.	LGA s4.68(1)(c) Reg. 37(3)(4)	Tue	13/10/2015
	1	Close of early voting for 'voting in person' elections – 4.00pm.	LGA s4.71(1)(e) Reg. 59(2)	Fri	16/10/2015
	0	Election Day Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Sat	17/10/2015
	2	Election results declared and published.	LGA s4.77	As soon as practicable	
	2 - 14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election. (See Online 'Form 20' at www.dlqc.wa.gov.au)	LGA s4.79(1)(2) Reg. 81	As soon as practicable	
	Within 28 days of result publication	An invalidity complaint can be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA s4.81(1)	As applicable	
	Within 2 months of result declaration	Newly elected members to make their declarations of office.	LGA s2.29(1)(2) LGA s2.32(c) LGA s2.34(1)(c)	As soon as practicable	
Within 3 months of members making declarations	Newly elected members to lodge their Primary Returns with the local government's CEO.	LGA s5.75(1)	As soon as practicable		

* All Act sections refer to the *Local Government Act 1995*. All regulations refer to the *Local Government (Elections) Regulations 1997*.

INFORMATION REPORT

2. FINANCIAL MANAGER INFORMATION REPORT

2.1 RATES STATUS UPDATE

Nil to report.

3. WORKS MANAGER INFORMATION REPORT

3.1 WORKS IN PROGRESS

GRADING

Whaley-Griffith Rd	Uberin Rd	Ejanding East Rd
Ejanding West Rd	Old Koorda Rd	Wilkins Rd
Kalguddering Rd	Spark Rd	Nambling Rd
Ucarty South Rd	Thomas Rd	Schell Rd
Cemetery Rd	Rifle Range Rd	Sanders Rd
Berring east Rd	Nambling South Rd	Hagboom West Rd
Rabbit Proof Fence Rd	Bailey East West Rd	Bailey Rd
Harris Rd	Amery South Rd	Whitsed Rd
Nambling North Rd	Robinson Rd	Pickering Rd
Hindmarsh Back Rd	Twenty Six Gate Rd	Hindmarsh Rd

CONSTRUCTION

Pruning Koorda Rd

SPRAYING

Spraying town site

Roadside spraying

TOWN

Bitumen patching

Garden beds for national tree day

Tree pruning laneways

WATER TRUCK

2012 Hino water truck has been purchased from ORH engineering.

Expressions of interest have been advertised for Mercedes 2222 water truck

3.2 COMPLETED WORKS

- Meckering Rd tree removal

3.3 FUTURE WORKS

- Road side spraying
- Slashing

INFORMATION REPORT

- 2015-16 road program
- Field days Preparation

3.4 PLANT REPORT

VEHICLE NAME	PLANT NO.	Purchase Date	HRS/KMS	COMMENTS
FORD TERRITORY	O.D	30/7/13	44958km	Service due
FORD FALCON	D0	18/6/12	72968km	All O.K
FORD TERRITORY	D 002	7/8/09	130457km	All O.K
FORD TERRITORY	D.02	10/8/12	140589km	All O.K
FUSO TRUCK	D.003	25/11/14	16839km	All O.K
FUSO TRUCK	D.004	25/11/14	17948km	All O.K
HINO 300	D.005	2/2/12	93256km	All O.K
CAT 938H LOADER	D.006	21/9/12	2372hr	All O.K
CAT 12M GRADER	D.007	26/11/10	4626hr	All O.K
FORD COURIER UTE	D.07	11/10/05	126515km	All O.K
TOYOTA HILUX UTE	D.018	18/11/02	86721km	All O.K
HINO 500	D.009	2/2/12	1005646km	All O.K
CAT 120M GRADER	D.010	23/7/08	6729hr	Electrical fault rectified
TOYOTA HILUX UTE	D.013	1/7/05	123402km	All O.K
FORD RANGER UTE	D 008	31/8/09	108912km	All O.K
VE COMMODORE WAGON	D.00	31/3/11	65897km	Service due
Mustang 2054 Skid steer	D.012	20/12/06	2805hr	All O.K
Case Maxxfarm50	D.030	28/3/2013	1001hr	Service due

INFORMATION REPORT

tractor				
MULTI PAC VP 2400	D.014	3/9/03	4965hr	All O.K
DULEVO SWEEPER 120	D.023	8/6/2015	426hr	All O.K
LOW LOADER	D.06	1/7/72		
Mercedes 2222		29/9/09	222163km	De registered

INFORMATION REPORT

4. ENVIRONMENTAL HEALTH OFFICER INFORMATION REPORT

4.1 WATER SAMPLING

Each month we have to send a copy of the analytical results to the Dept of Health as part of our license conditions.

I have explained and they have acknowledged that the high bacteria counts at this time of the year is due to the storm run-off that is channeled into the storage dam at this time of the year. They also confirm that we've stated that the water is not used from about May to October of each year.

These were the E.coli bacteria counts from the June sampling. They need to be <1000 (less than 1000 per 100ml of water) 2000 1700 1500 1600 1300 Average 1620 E.coli bacteria.

By comparison if we look at a typical December count it would look like the following;

31 <10 <10 41 20 Average 22.1

This is the time we are using the reuse water e.g. summer and as I see it, the count is compliant without the need for chlorination.

Over the next 12 months I have to develop a Recycled Water Quality Management Plan (RWQMP) which will be as big as the Sewer Asset Management Plan that the ERA examines.

The sorts of things they are asking to be included are in my view, ridiculous and way over the top of anything that we've done before.

It is to be based on the installation of a chlorination system, holding tanks and a failsafe system of chlorine injection with data logs.

It is very likely that the RWQMP will not meet the approval of the DoH as much of what they "would like to see" won't be done. There-in lies the basis of further negotiation with them, to tone their rhetoric down and try to get them to understand how ordinary people with logic, consider things.

4.2 BUILDING

REFERENCE: BP Building Permit TPA Town Planning Application R = Record only

No new Applications have been received in the past month

Valuation: \$	Building/Planning App' Fees \$
Year to Date \$37,000	Financial Year to date \$5,449.22
	Budget Estimate 2014-15 \$5,000

4.3 BUILDING COMMISSION ADVICE

INFORMATION REPORT

BUILDING REGULATION AMENDMENT

The Building Amendment Regulations (No. 2) 2015 were published in the Government Gazette on 30 June 2015 and came into operation on 1 July 2015.

Amendment regulation 6 amends regulation 60(4) of the Regulations to exempt from the smoke alarm interconnection requirement in the Building Code existing buildings in relation to which a building permit was granted in respect to an application made before 1 May 2015. As drafted, regulation 60(4) may result in a situation where a homeowner of a recently constructed dwelling who decides to sell, rent or hire the dwelling discovers it does not comply with the interconnection requirements, even though the dwelling complied with the Building Code when constructed.

INFORMATION REPORT

5. COMMUNITY SERVICES OFFICER INFORMATION REPORT

5.1 MEETINGS, SEMINARS, EVENTS & ACTIVITIES

DATE	PERSONNEL/EVENT	OUTCOMES
12/06/15	Community Event	Volunteer Sundowner – Centenary Park
02/07/15	CSO CEO Philippa Rogers, Jeff Hurley, Neville Dowson - from Museums WA Shire Reps from – Northam, Wongan, Goomalling & Wyalkatchem	Shire representatives meeting from the surrounding areas to discuss the New Museum and the input the project staff would like.
02/07/15	CSO HACC – Lisa & Carol	Meeting to discuss a Seniors Week Grant Application to hold an Aged Olympics activity/info day.
02/07/15	Community Event	Museum Community Consultation
9/07/15	CSO Gemma Coumbe – Lil Tigers	Meeting to discuss joint venture – An evening with Maggie Dent

5.2 COMMUNITY ACTIVITIES

Living in the Wheatbelt Forum

The Living in the Wheatbelt forum is starting to take shape. Funding from One Life Suicide Prevention and the Dept of Local Government and Communities has been approved, which will cover a majority of the costs associated with obtaining Maggie Dent and Glenn Mitchell to do presentations.

Sponsorship letters have been sent out to some additional businesses, in the hopes of being able to secure enough sponsorship to secure Shelley Taylor-Smith as the third key-note speaker. This event will showcase the DCC and hopefully attract a lot of people to Dowerin.

An Evening with Maggie Dent

The Shire of Dowerin and Lil Tigers committee will be working together to put on 'An Evening with Maggie Dent'. Maggie is a renowned author and parenting and resilience specialist who is highly sought after as a guest speaker for fundraisers and events. This event will be held in the evening on the same day the Living in the Wheatbelt Forum is on.

New WA Museum – Dowerin Community Consultation

We held a Community Consultation on July 2nd at the Community Club, where Philippa Rogers and two of her colleagues ran the event, informed residents on what the new museum is all about, how they can assist and what their role will be.

After heavy promotion of this event over 4 weeks via the Despatch, Facebook, Internet, bulk emails, word of mouth and 100 personal invitations being sent out, it was disappointing to see only 11 people present. Feedback from Philippa has been positive though, with her reporting that those who came were great and she appreciated their contributions. Work will continue now putting together all of the thoughts and stories they received. The relationship between the Shire of Dowerin and the Museum staff will continue over the next 5 years while the Museum concept becomes a reality.

INFORMATION REPORT

Planning will now begin for the stall at Dowerin Field Days, where the Museum staff will reveal the WA Faces project.

Aged Care Games – Seniors Week Event

CSO is completing an application for the Seniors Week Grants Program to host an Aged Olympics and Information Day during Seniors Week in November 2015. Seniors from across the region can register in teams, participate in fun activities that encourage active ageing and interact with people from other towns. The Grant application needs to be submitted by August 14th.

Child Restraint Fitting Day

CSO has organized for Jasmine Hedland to be present at the Basic Car Maintenance afternoon that the CRC are holding on Thursday July 24th. She will be available to correctly install and check child restraints in vehicles. Another session on either a Tuesday morning or a Friday afternoon will be held, where Emma Richards will provide this free community service to those who require it.

National Tree Day

We will be holding a National Tree Day activity on Saturday 25th July – revegetating the gravelly area between Centenary Park and the Skate Park. Some landscaping with large rocks and garden beds will be done to improve the aesthetics of the park.

Volunteer Sundowner

The Shire of Dowerin and the Community Resource Centre jointly hosted a Sundowner in the Park on the 12th June. Approx 28 people attended and enjoyed some refreshments, some nibbles and some good company.

5.3 TOURISM

4X4 Club of WA 45th Anniversary

Garth from the 4x4 Club of WA contacted CSO to discuss the possibility of holding the club's 45th Anniversary celebrations here in late April 2016. The club held their 40th anniversary here in 2011 and wanted to return due to the positive experience they had.

Planning is only in its very early stages, but indicative costs and options for the week are being sent to him. An expected 120-150 campervans/caravans and 250-300 people would be in attendance. This will be another fantastic opportunity to showcase Dowerin, its facilities and some local groups/clubs raise some money.

NEWTravel @ Dowerin Field Days

NEWTravel will be an exhibitor at the Dowerin Field Days again this year in the Lifestyle & Food Pavilion on the oval. CSO will be helping man the stall over the two days as needed.

Sunset Caravan Club

The Sunset Caravan Club contacted CSO about a weekend trip to Dowerin for a group of approx. 15 vans. At this stage the club will be staying at Minnivale Campground and using Dowerin as a base for their travels.

Wanneroo Wanderers

The Wanneroo Wanderers 4WD Club is camping over in Dowerin from 24th to 26th of July. They are using Dowerin as a base to explore the area and will use the track over the weekend also. They will be having dinner at the DCC on Friday night and the Hotel on Saturday night.

INFORMATION REPORT

5.4 GRANTS

Seniors Week Grants – Up to \$1,000

Thank a Volunteer Day Grant Program – Up to \$1,000

Community Litter Grants – up to \$5,000

6. HACC COORDINATOR INFORMATION REPORT

6.1 MEETINGS, SEMINARS, EVENTS & ACTIVITIES

DATE	PERSONNEL/EVENT	OUTCOMES
Weekly Mondays & Thursdays	Centre Based Day Care Gentle Gym	Client mobility and core strength improved. Reduces isolation, provides social interaction.

6.2 GENERAL BUSINESS

I would like to convey Dowerin HACC's and a client's sincere thanks and appreciation to our Shire President Mr Dale Metcalf for his assistance provided at a client's home. If his assistance was not provided it would have impacted greatly on this clients daily living. Again thank you for your assistance was greatly appreciated, from Lisa and Carol.

I have included the stats for May and June, you will see an increase in most service types. I have also included the stats for 2013/14 and 2014/15. These are only the stats for Home and Community Care funding.

From May 2015 to June 2015 the majority of the reported services increased with Centre Based Day Care and Meals on Wheels being the exception. Both of these have reduced due to the number of clients receiving these services. One client has ceased MOWs but is now having a Meal Prep 2xdaily. The numbers at Gentle Gym fluctuate and I would assume that it's reduced this month due to the start of the cold weather.

On services not reported to Canberra, administration time has reduced by 78.94hours during June, this is due to admin staff providing services for clients. It may for shopping, transports, personal care or meal prep. We have also been requested by a GP to provide extra assistance to a client to ensure their wellbeing and safety at home.

On the annual stats for 2014/2015 we have had a reduction of 3 clients over the year. Meals on Wheels and CBDC are the two main services which have fallen. Meals on Wheels is not a service which the RAS assessors promote at assessment time, they discuss Other Food Services eg. Meal Prep, Domestic Assistance (assist to transport client to shops to purchase a frozen meal). It is more beneficial for the person to have a service which assists them to remain independent in preparing a meal.

We desperately require volunteers to assist us with transports either to Perth, the two local GPs and to our local businesses.

6.3 ADMINISTRATION

With the introduction of RAS last year it was proposed that the time spend doing paperwork and assessments would be reduced, in my view this is not correct. We are spending more time writing up support plans, adjusting the plan if required and client contact to ensure the support plan is correct.

Our current client list has been faxed to RAS, this lists by priority which clients are due for a review and which are overdue. There are a number of clients who require a review due to changes in

INFORMATION REPORT

circumstances, deterioration in health or have not had a review in over 12 months. I have been ensured by the RAS regional coordinator that RAS assessors are now completing current client reviews and not just new client assessments.

We are due to submit the MDS report for this quarter by the 21st July, this should improve some of the low figures from the previous three quarters.

We are in discussions with Misty on having a Seniors Day towards the end of the year. Some of the positive feedback provided by the Companion Club and Gentle Gym members who travelled to Northam for the Seniors Recreational Day has been taken into account and hopefully we will be able to recreate some of the activities. The plan is to also involve other local community groups in the day. Invitations will be sent to neighboring towns to join in.

The three HACC Service reports due annually will be submitted by 21st July also. These include the Wellness Report, DIAP and the Compliance with the Carers Charter.

6.4 CLIENTS

We had a reduction in client numbers by one during June. A request has been made by two clients for reviews, one client has requested a review due to a change in circumstances and another client for a deterioration in health.

6.5 STAFF

We have been informed Damien will be moving to work in the works crew in July. His position was advertised and an application received. Dacre and Carol interviewed Mr Allan Savage, he has past experience with working with the elderly. Both Dacre and Carol were satisfied that Allan would be suitable for the role and was hired on a probationary basis. He is due to commence on the 30th June.

Allan Savage commenced and has slotted into Damien's role with ease, there was no disruption to client's services. We have contacted a number of clients who have received a service by Allan and all are satisfied by what they received and thought he was a friendly, did a great job and would fit in well.

Vanessa Bonney commenced as our new support worker and unfortunately she has submitted her resignation as our permanent part-time worker and will continue as a relief worker. An ad will be placed in the Despatch advertising the position. Short term Lorraine, Carol and I will ensure there is no disruption to client services.

STAFF MEMBERS

Lisa Begley – Coordinator
Carol Braddon – Assistant Coordinator
Vanessa Bonney – Support Worker (DA)
Damien Allsopp – Support Worker (GHM)
Allan Savage – Support Worker (GHM)
Lorraine O'Neill – Support Worker (DA)

7.6 VOLUNTEERS

We currently require volunteers to provide transport to Perth and also locally to GPs and shops. We have come to an understanding with the CRC regarding transports and clients contacting them, there has been some confusion in the past with clients contacting HACC and the CRC. From now on

INFORMATION REPORT

all discussions relating to a request from a client for transport if HACC are unable to assist we will contact the CRC on the client's behalf.

We also hope to gain some volunteers who would be willing to visit clients who are socially isolated; these could be clients who still drive or community members.

7.7 CENTRE BASED DAY CARE

Gentle Gym is still going strong, even though numbers have dropped slightly due to the cold weather. It will be beneficial to the group once Lorraine commences the Cert III in Fitness and gains a qualification to further the program. I am currently waiting on information from the representative with whom I have been communicating.

7.8 MEALS ON WHEELS

Only one client receiving MOWs, we have tried to negotiate a change in billing with the client but unfortunately they are not willing to change. I will discuss this further with Dacre to see if another option can be negotiated.

ITEM	ACTION REQUIRED	RESPONSE OF STATUS
2455 18/11/2014	THAT COUNCIL SUPPORTS A GRANT APPLICATION THROUGH THE COMMUNITY WATER SUPPLY PROGRAM TO INCREASE THE WATER CATCHMENT TO THE FIELD DAYS DAM AND EXTEND THE WATER SUPPLY TO CENTENARY PARK AND THE SHIRE OFFICE GARDENS.	APPLICATION YET TO BE COMPLETED
2484 17/03/2015	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. PURSUANT TO SECTION 58 OF THE LAND ADMINISTRATION ACT 1997, RESOLVE TO INITIATE A PERMANENT ROAD CLOSURE ACTION FOR UCARTY ROAD, 2. PURSUANT TO SECTION 58 OF THE LAND ADMINISTRATION ACT 1997, NOTE THE SHIRE OF DOWERIN WILL INVITE SUBMISSIONS ON THE ROAD RESERVE CLOSURE REQUEST FOR A PERIOD OF NO LESS THAN 35 DAYS. 3. PURSUANT TO SECTION 58 OF THE LAND ADMINISTRATION ACT 1997, WILL RECONSIDER THE ROAD CLOSURE ACTION AFTER 35 DAYS HAS ELAPSED FROM THE PUBLICATION IN A NEWSPAPER CIRCULATING THE SHIRE OF DOWERIN OF NOTICE OF MOTION FOR THAT RESOLUTION, AND THE SHIRE HAS CONSIDERED ANY OBJECTIONS MADE TO IT WITHIN THAT PERIOD CONCERNING THE PROPOSALS SET OUT IN THAT NOTICE. 	ROAD CLOSURE PROCEDURE HAS COMMENCED FUTURE REPORT TO COUNCIL
2507 16/06/2015	THAT COUNCIL UNDERTAKES THE ANNUAL REVIEW OF THE CHIEF EXECUTIVE OFFICER FOR 2014/2015 AT THE JULY 2015 COUNCIL MEETING.	THIS REVIEW WILL TAKE PLACE AT THE JULY 2015 COUNCIL MEETING
2510 16/06/2015	THAT COUNCIL REVIEW AND ADOPT THE SCHEDULE OF FEES AND CHARGES FOR 2015-16 AS REQUIRED BY LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 5(2)(6) TO COME INTO EFFECT AS AT 1 JULY 2015.	FEES AND CHARGES HAVE BEEN INCLUDED IN 2015/16 DRAFT BUDGET
2511 16/06/2015	THAT THE 2015/16 ROAD BUDGET BE ADOPTED AND INCLUDED IN THE 2015/16 BUDGET AS LISTED BELOW	ROAD BUDGET HAS BEEN INCLUDED IN 2015/16 DRAFT BUDGET